City of Santa Monica

Recycled Water Use Guidelines, Policy, and Procedures

For Use on Public and Private Property

Adopted April 18, 2022
By SMMC 7.12.170

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Definitions

Whenever the following terms, or pronouns used in their place, occur in these Guidelines the intent and meaning shall be interpreted as follows:

Air-gap separation means a physical break between a water line and a receiving tank or reservoir which is at least double the diameter of the pipeline vertically above the rim of the tank or reservoir, and in no case less than one-inch.

Applicant means an Owner or authorized representative of a potential reuse site who applies for recycled water service with the City, LACDPH, and DDW. An approved Applicant becomes a User.

Approved Use means the use of recycled water in a manner, and for a purpose, designated in the user's Recycled Water Use Permit and in compliance with all applicable regulatory agency requirements.

Approved Use Area means an area of recycled water use with defined boundaries, which may contain one or more facilities where recycled water is used.

SWIP AWTF means the Sustainable Water Infrastructure Project Advanced Water Treatment Facility located at the City's Civic Center.

Backflow means the condition in which an unapproved water supply enters the flow of potable water in the City's pipelines.

City means the City of Santa Monica.

Cross Connection means any unprotected connection between a potable water system and that of any other water supply that does not meet State requirements for drinking water.

Director means Director of the City's Public Works Department or his or her designee.

Discharge means any release or distribution of recycled water from the use site to the public right of way or to a sewage or storm drain system.

Dual Plumbing System means a facility utilizing separate piping systems for recycled water and potable water within a facility and where the recycled water is used for either serving plumbing outlets (excluding fire suppression systems) within a building or for serving outdoor landscape irrigation.

LACDPH means Los Angeles County Department of Public Health.

Non-Potable Water means water that has not been treated for, or is not acceptable for, human consumption, in conformance with federal, state, and local drinking water standards. Non-potable water includes recycled water as well as stormwater, greywater, and untreated raw groundwater or surface water.

Offsite Facilities means the recycled water facilities under the control of the City upstream of the point of recycled water service connection with the User's onsite facilities, which shall normally be

the downstream end of the meter tailpiece. Offsite facilities include, but not limited to, recycled water transmission mains, recycled water pipelines, reservoirs, pumping stations, treatment plants, and other appurtenances and property.

Onsite Facilities means the recycled water facilities under the control of the User downstream of the recycled water service connection, which shall normally be the downstream end of the meter tailpiece.

Owner means the owner of the property where recycled water is intended to be used.

Potable Water means water that is suitable for human consumption, and which conforms to the California Safe Drinking Water Act, and any other applicable standards.

Recycled Water means a treated or recycled wastewater of a quality suitable for non-potable uses such as landscape irrigation, water features, or toilet flushing as regulated by Title 22 of California's Code of Regulations. Recycled water is not intended for human consumption.

Recycled water service area means area within the City with property adjacent to a public right-of-way with an existing recycled water distribution main line.

Recycled Water Use Permit means the permit provided to the User by LACDPH and DDW allowing for the use of recycled water for the permitted Use Area. Recycled Water Use Permit is conditionally approved pending approved.

RWQCB means the Regional Water Quality Control Board of the State of California, Los Angeles Region.

SMURRF means the Santa Monica Urban Runoff Recycling Facility.

SWRCB DDW means State Water Resources Control Board Division of Drinking Water.

User means a person or group of persons who have received authorization to use recycled water provided by the City.

1. General Provisions

This section provides background reuse in the City of Santa Monica (City), the organization of this document, as well as the policy, scope, and authority of the City regarding the use of recycled water.

1.1 Recycled Water in the City of Santa Monica

Through the Sustainable Water Infrastructure Project (SWIP), the City has committed to being a purveyor of recycled water and recycled water diluted with treated stormwater, urban runoff, and brackish groundwater through implementation of two innovative treatment facilities:

- **SWIP Advanced Water Treated Facility (AWTF).** The SWIP AWTF produces advanced treated recycled water used in non-potable water applications and indirect potable reuse through groundwater replenishment. The AWTF treatment train consists of membrane bioreactor, reverse osmosis, and advanced oxidation with ultraviolet disinfection. Recycled water produced by SWIP AWTF meets the requirements of California Code of Regulations (CCR) Title 22 meeting or exceeding drinking water quality requirements for the greatest number of allowable uses.
- **Santa Monica Urban Runoff Facility (SMURRF).** The SMURRF treats stormwater and dry weather runoff water. The SMURFF removes trash, sediment, oil, grease, and pathogens and the water produced has undergone advanced treatment through membrane filtration and ultraviolet disinfection. The SMURRF was upgraded as part of the SWIP to increase recycled water production. Non-potable water produced by SMURRF meets diluent water requirements per CCR Title 22 meeting or exceeding drinking water quality requirements for the greatest number of allowable uses.

The California Regional Water Quality Control Board (RWQCB) issued SWIP Waste Discharge Requirements and Water Reclamation Requirements Order No. R4-2021-0044 allowing for use of recycled water for various non-potable applications. Per the requirements of Order No. R4-2021-0044, the City is required to implement ordinances governing the use of recycled water within the City. The City is aligned with the rules and regulations governing recycled water within the State of California and Los Angeles County. California Water Code (CWC) Section 13550 mandates the use of recycled water to the maximum extent possible for approved uses when technically, economically, and safely feasible.

The rules and regulations in the Santa Monica Municipal Code (SMMC) 7.12.170 and this Recycled Water Use Guidelines, Policy, and Procedures (Guidelines) pertain to recycled water service provided by the City within the City's recycled water service area. Recycled water produced from the SWIP AWTF and SMURRF is conveyed through the recycled water distribution system to approved users in the City. The rules and regulations establish procedures for the distribution and usage of recycled water within the City.

1.4 Guidelines Organization

- **Section 1 General Provisions**: describes the purpose and organization of this document as well as the policy, scope, and authority of the City regarding the use of recycled water.
- **Section 2 Approved Uses and Permit Requirements:** lists the approved uses of recycled water for non-potable reuse applications and describes the procedure for obtaining recycled water service.

- **Section 3 Engineering Control Requirements:** describes the required engineering controls for both surface irrigation and dual-plumbing applications to protect public health and prevent cross-connections to the potable water system.
- **Section 4 Administrative and Inspection Requirements:** describes administrative, monitoring, and inspection requirements for a User to maintain recycled water service.
- **Section 5 Operational Requirements:** describes the User's responsibility to operate a fully functional on-site recycled water system and always maintain proper operational systems protective of public health.
- **Section 6 Enforcement:** defines the City's ability to investigate, enforce, and terminate the use of recycled water if a User is not in compliance with all Federal, State, and local rules and regulations.
- **Section 7 Agency Contact Information:** lists contact information for agencies applicants and Users must contact to receive and maintain recycled water service within the City.

1.5 Policy

It is policy of the City that recycled water when determined to be available can be used when it is economically, financially, and technically feasible, as mandated by CWC Section 13551. Use of potable water for non-domestic uses when recycled water is available shall be contrary to the City Policy, shall not be considered the most beneficial use of a natural resources and shall be avoided to the maximum extent possible.

1.6 Scope

SMMC 7.12.170 and these Guidelines establishes the requirements for recycled water use and provisions of recycled water service within the boundaries of the City. If there is any conflict between the provisions of this Ordinance and Guidelines and the provisions of any of the documents incorporated by reference, the most stringent requirement will apply.

1.6.1 Applicability of General Water System Ordinances

To the extent that the provisions of the SMMC do not conflict with these Guidelines for the use of recycled water, said provisions shall be and hereby are incorporated herein by reference and shall be applicable to recycled water facilities and use.

1.7 Authority

SMMC 7.12.170 and these Guidelines establish the authority and specific requirements to maintain compliance with CCR Title 22 and all applicable federal, state, and local rules and regulations as they pertain to recycled water use. Links to additional rules and regulations governing the use of recycled water are tabulated in Table 1.

Table 1: Rules and Regulations Governing the Use of Recycled Water

Governing Regulations/Codes	Section	Link
California Regulations Related to Recycled Water	Title 17, Division 1 Title 22, Division 4	https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/documents/lawbook/RWregulations_20181001.pdf
California Regulations Related to Drinking Water	Title 17, Division 1 Title 22, Division 4	https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/documents/lawbook/dwregulations-2016-09-23.pdf
California Safe Drinking Water Laws	Health and Safety Code, Division 101, 104 Water Code, Division 4	https://www.waterboards.ca.gov/laws_regulations/docs/drinking_water_code_2021.pdf
California Water Code	Division 7 Water Quality	https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=WAT&division=7.&title=&part=&chapter=&article=&nodetreepath=8
SWRCB - Water Reclamation Requirements for Recycled Water Use	Order WQ 2016-0068-DDW (General Order)	https://www.waterboards.ca.gov/board_decisions/adopted_orders/water_quality/2016/wqo2016_0068_ddw.pdf
RWQCB - Los Angeles Region WDR/WRR	Order No. R4-2021-0044 (for City's SWIP)	https://www.waterboards.ca.gov/losangeles/board_decisions/tentative_orders/individual/non-npdes/City_of_Santa_Monica/RevTentSantaMonicaSWIPWDR01282021ADA.pdf
California Uniform Plumbing Code	Chapter 15 Alternate Water Sources for Non-Potable Applications	https://up.codes/viewer/california/ca-plumbing-code-2019/chapter/15/alternate-water-sources-for-nonpotable-applications#15

2. Approved Uses and Permit Requirements

This section defines the approved non-potable uses for recycled water and describes the permit application process for an applicant to receive recycled water service.

2.1 Approved Uses for Recycled Water

The City's advanced treated recycled water is suitable for all non-potable uses specified by Title 22 of California's Code of Regulations for water recycling. A comprehensive list of recycled water uses allowed in California are available in CCR Title 22, Division 4, Chapter 3, Article 3: Uses of Recycled Water. The following sections include approved non-potable applications for surface irrigation and dual plumbing.

2.1.1 Surface Irrigation Applications

The uses of recycled water for surface irrigation applications may include the following:

- Parks and playgrounds
- School yards
- Food crops, including all edible root crops, where the recycled water comes into contact with the edible portion of the crop
- Residential and freeway landscaping
- Golf courses
- Cemeteries
- Decorative fountains
- Ornamental nursery stock where the public is not restricted
- Recreational or landscape impoundments
- Construction activities including soil compaction, concrete mixing, and dust control on roads and streets

Recycled water may also be used for other allowable irrigation applications not specified by Title 22 of California's Code of Regulations provided approval is obtained from DDW and LACDPH prior to delivery of recycled water. The use of recycled water in swimming pools is not permitted.

2.1.2 Dual Plumbing System

A dual-plumbing system utilizes separate piping systems for recycled water and potable water within a facility where the recycled water may serve any of the following systems:

- Plumbing outlets used for flushing toilets and urinals
- Industrial process or boiler feeds
- Commercial laundries or carwashes

- Industrial or commercial cooling towers or evaporative condensers within a building
- Surface irrigation applications identified under Section 2.1.1 delivered through a dual-plumbed system.

2.2 Compliance to City of Santa Monica Recycled Ordinance

The City adopted an ordinance modifying SMMC 7.12.170 to add water recycling requirements, which describes the applicability for mandatory recycled water use, allowable exemptions and recycled water implementation procedures. The recycled water ordinance SMMC 7.12.170 is included in **Attachment A**. The procedure to obtain recycled water service is outlined in the following sections.

2.3 Procedure for Obtaining Recycled Water Service

A flow chart of the process to obtain recycled water service is shown in Figure 1. Each phase of the permit application process is described in the following sections.

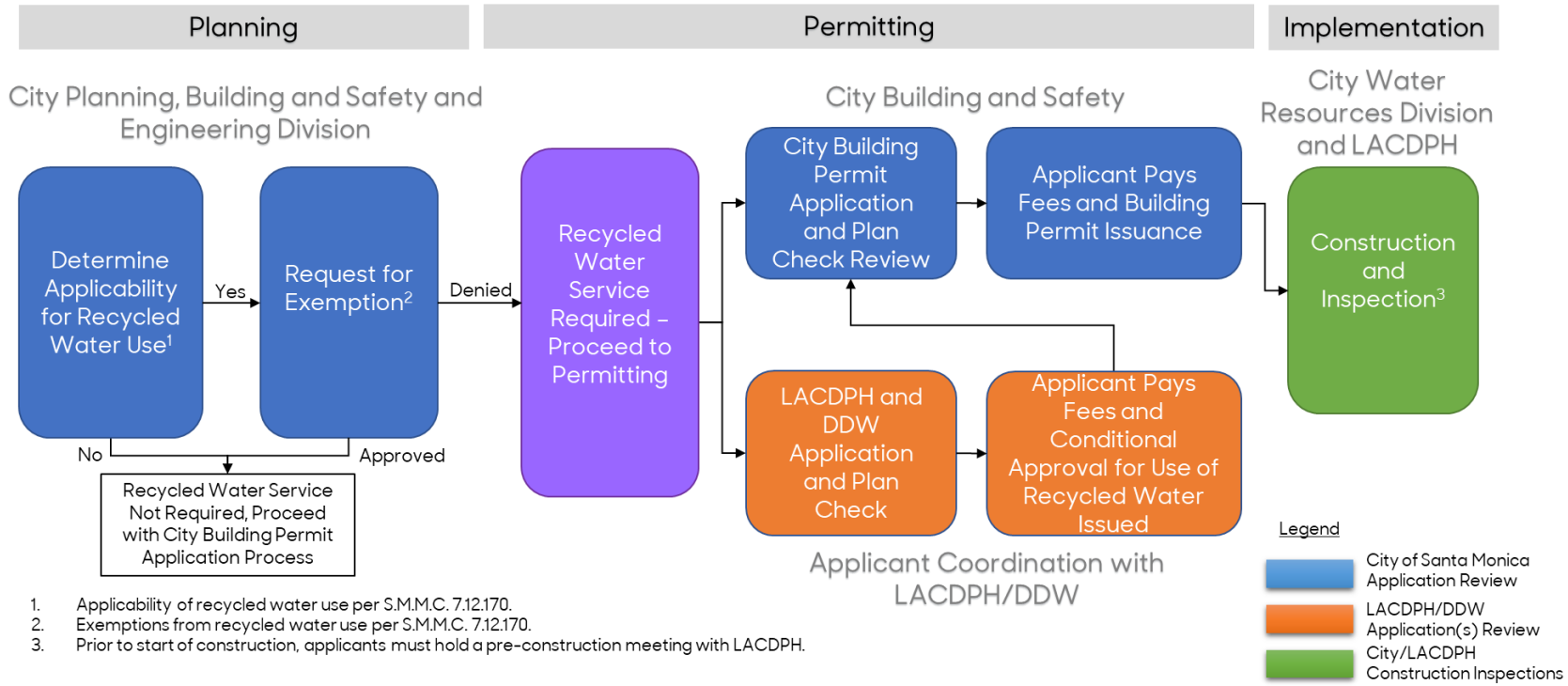


Figure 1: City of Santa Monica Recycled Water Service Application and Implementation Flow Chart

2.3.1 Planning

The applicant shall meet with the City as soon as possible to determine whether the new development is within the City's recycled water service area and applicable for mandatory recycled water use. The intent of the recycled water service area is to have a clearly delineated boundary to allow an applicant to easily deduce if a project is required to use recycled water. The recycled water service area was developed to align with the extent of the existing non-potable distribution system, the current state of planned and future developments in the City, and the City's objective to develop and implement groundwater replenishment through groundwater injection. The recycled water service area is illustrated in **Attachment B** and is intended to be regularly updated

The City highly recommends all applicants meet with the City prior to proceeding with a building permit application to discuss the project and requirements for recycled water use. During this preliminary project meeting, the availability of recycled water and the proximity of the site to the offsite recycled water system will be reviewed.

2.3.1.1 Exemptions from Recycled Water Service

If an applicant meets the applicability criteria, the City will then determine if the project is exempt based on any of the following criteria per SMMC 7.12.170:

1. Any exemptions recognized by LACDPH.
2. Fire protection systems in any development may not utilize recycled water and must be supplied by a separate potable water system unless allowed by LACDPH.
3. Where recycled water quality has been deemed non-suitable for a particular fixture or equipment as reasonably determined by the Director; in such case, the particular fixture or equipment may be exempt from the use of recycled water and must be supplied by a separate potable water system.
4. New development with a planning entitlement determined complete before January 1, 2023.

If the City determines the applicant is exempt from recycled water service based on items 1-3 above, the development will be exempt from recycled water service, and the applicant can proceed with the building permit application process.

2.3.2 Permitting

After completing the initiation phase where the applicant is determined to require recycled water service for the development, the applicant can proceed through the permitting phase. This phase includes the preparation of plans, specifications, engineering documents and application packages.

2.3.2.1 Request for Recycled Water Service

An applicant meeting the requirements for recycled water service shall file a complete building permit application with the City's Building and Safety department. In addition to the requirements of the building permit application, the applicant shall provide the following information:

- The person or persons designated as a Recycled Water Site Supervisor including names and contact information

- The proposed use of recycled water within a specifically defined designated use area on the property
- Any special condition for service pursuant to these Guidelines and any other State or Federal requirements

- Conditional Approval for Use of Recycled Water provided by LACDPH and DDW (if required). Refer to Section 2.3.2.4.

Each applicant is asked to complete and submit to the City an application for recycled water use. The application is included in **Attachment C**. Upon review of completed application, the City will provide written confirmation to the applicant via email or letter either confirming the applicant is an acceptable candidate to receive recycled water service or not an applicable candidate and therefore not required to implement a recycled water system.

2.3.2.2 Plans and Specifications

The following list provides an overview of the information required for plans and specifications submitted as part of the building permit application for new development for recycled water use. Compliance with every item on this list does not guarantee that the plans will be approved, since regulations and policies may change, and some sites may require additional provisions.

- Indicate all sources of water on the plans.
- Show the location and size of all water meters on the piping plans.
- Show location and type of all backflow prevention devices for potable water systems (generally, backflow prevention devices are not used on recycled water systems).
- Show location and type of all strainers, pressure regulating valves, and master valves.
- Show location of all water pipelines (including potable and well lines) crossing the site. If space does not permit this information to be placed on the plans, then a separate site or utility plan can be used to show this information. Although it may not be possible to show the location of all water pipelines at this type of site, all locations where future recycled water piping must be separated from the potable water piping must be clearly indicated on the plans.
- Show the location of all facilities supplied with recycled or potable water service. Show the pipelines feeding all of these facilities.
- Clearly identify all adjacent streets, and locations of all major improvements on the site.
- Show the location of any wells, lakes, ponds, reservoirs, or other water impoundments located on the site or within 100 feet of the site and indicate the type of water source.
- Indicate that the separation between potable and recycled water lines meets minimum requirements. Show sleeving where recycled water pipelines cross over potable water pipelines.
- Show all details necessary to properly construct the system, including pipe sizes, materials of construction, type of water conveyed by piping, and any other details conforming to the requirements of these Guidelines, LACDPH, DDW, and all other state and federal requirements where applicable. The purpose of the details is to show the materials and methods necessary to clearly identify all water systems on the site.

- All sites using recycled water must post clearly visible signs conforming to the LACDPH details.
    - For surface irrigation applications, typical locations for signs are at the property line near crosswalks, at driveway entrances, and at outdoor eating areas.
    - For streetscapes (parkways, frontage or backup landscaping), place signs at street corners and entranceways as appropriate to notify passersby. In any case, signs must be placed no further than 1,000 feet apart.
    - For medians, a sign should be placed at the beginning and end of every median, and another approximately equidistant from the ends of the median for longer median areas.
- Add signature lines for the City, LACDPH and DDW to all plan sheets, detail sheets, and specification sheets that pertain to the recycled water system.

Plans and specifications must also be submitted to LACDPH. If the development includes dual-plumbing applications, plans and specifications must also be submitted to DDW.

2.3.2.3 Engineering Report (Dual-Plumbing Applications Only)

An applicant installing a dual-plumbing system must also include an engineering report[1] as part of the recycled water application process to be submitted to both the City and LACDPH. The design of the dual plumbing systems, including the preparation of plans and specifications, shall be under the responsibility of a professional engineer registered with the State of California. A registered architect or a registered civil engineer can stamp and sign the drawings if they are directly responsible for the plumbing system design of the building.

The engineering report contents must include a detailed description of intended use site identifying the following:

- Cover sheet with project name, address, date, prepared by contact information, and seal and signature of responsible registered architect or engineer, as required
- Facility Description
    - Introduction including site description; description of proposed recycled water use; number, location, and type of facilities within the use area proposing to use dual-plumbed systems
    - Specific use(s) to be made of the recycled water at each facility
    - Expected average daily number of persons estimated to be served by each facility
    - Expected average and maximum daily and yearly recycled water usage rates
    - Facility/property description specifying the boundaries of the proposed use site including a map showing the location of each facility to be served
    - Detailed description of recycled water mechanical and plumbing system including separation of potable water and recycled water pipelines, cross-connection

[1] DDW Guidelines for the Preparation of an Engineering Report can be found here: https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/documents/recharge/ERGUIDE2001.pdf

prevention, backflow prevention, and signage and demarcation of recycled water systems as well as any necessary figures and tables

- Specific use(s) of recycled water at the facility and conditions for recycled water use
- The person or persons designated as a Recycled Water Site Supervisor including names and contact information
- Emergency response plan and procedures

- Plans and Specifications – Refer to requirements of Section 2.3.2.2.

The report shall be stamped by a qualified engineer licensed to practice in California. An example engineering report template may be made available to the applicant by the City's Water Resources Division upon request.

2.3.2.4 LACDPH and DDW Application

Prior to filing a building permit application with the City, the applicant is required to submit a complete Cross Connection Plan Review Application[2] with the LACDPH. A separate application shall be filed for each use of recycled water proposed for the use area. The applicant is responsible for all coordination with the LACDPH. The City shall not submit any documentation or perform any coordination with the LACDPH on behalf of the applicant to receive recycled water service. Contact information for the LACDPH Cross Connection Control and Prevention Program is included in Section 7. If the applicant is seeking dual-plumbing applications, approval from DDW is also required. LACDPH shall coordinate on behalf of the applicant with DDW.

Applicants requesting a variance from the rules and regulations within SMMC, these Guidelines, or any governing rules and regulations with respect to recycled water uses as referenced under Section 2.1 of these Guidelines shall also be required to apply to DDW. LACDPH shall coordinate on behalf of the applicant with DDW.

If the application for recycled water service is approved by LACDPH and DDW (if required), a Conditional Approval for Use of Recycled Water letter shall be issued to the User and the City. Issuance of a Conditional Approval for Use of Recycled Water from LACDPH and DDW (if required) shall allow the applicant to proceed with submitting a complete building permit application to the City for the installation of the recycled water system.

[2] LADPH Cross Connection Plan Review Application can be found here: http://www.publichealth.lacounty.gov/eh/docs/permit/cross-connection-plan-review-application.pdf

2.3.3 Implementation

After an applicant has received an approved building permit and a Conditional Approval for Use of Recycled Water from LACDPH and DDW (if required), the applicant may proceed with constructing the on-site recycled water system. A preconstruction meeting must be held with LACDPH prior to the start of construction. The City and LACDPH will inspect installation of the recycled water system throughout construction to confirm adequate cross-connection control and minimum separation requirements are maintained.

A final cross-connection shutdown test inspection will be completed by LACDPH and the City prior to connecting the recycled water meter provided by the City. Upon successful test completion, LACDPH will send a report to the City and applicant certifying the system is ready to install recycled water meter and begin service. The applicant must pay all connection fees for the city-provided water meter, similar to connection fees to receive domestic water. Once the recycled water meter is successfully installed, the development will be able to receive recycled water for on-site non-potable uses.

LACDPH and the City will also complete on the property annual inspections and quadrennial shutdown testing as long as the development is receiving recycled water to confirm engineering controls are operational, operational and maintenance logs are kept current, and the User-designated Recycled Water Site Supervisor is current. Inspections and User requirements are described in further detail in Sections 4 and 5, respectively.

3. Engineering Control Requirements

This section defines the engineering controls for on-site facilities. These controls are required to protect public health.

On-site recycled water facilities are under the control and operations of the User downstream of the recycled water service connection, which shall normally be the downstream end of the meter tailpiece. On-site applications for recycled water shall consist of surface irrigation and dual-plumbing applications. Due to the high level of treatment, recycled water within the City can be used for a broad range of non-potable applications as listed herein. Applicants must confirm with the City, LACDPH, and DDW the specific uses approved for each project prior to the delivery of recycled water. Various engineering controls are required to maintain physical separations between potable water and recycled water systems and maintain public safety at all times.

3.1 Engineering Controls: Technical Requirements and Facilities Design

The User shall implement the following engineering controls for surface irrigation and dual-plumbing applications:

Separate and Independent

The recycled water system shall be separate and independent of any potable water system or other non-potable system (i.e., grey water, stormwater, raw groundwater/surface water). Separate means physically separate with absolutely no direct connection unless by approved prevention devices. No modification or any type of plumbing work regarding the recycled water system can be done without the approval of the City, LACDPH, and DDW. All facility modifications must be inspected by the City and LACDPH upon completion of construction and the User must submit revised as-built drawings to the City.

Underground alternate water source service piping other than gray water shall be separated from the building sewer in accordance with CPC Section 1502.4. Recycled water supply systems that are within or a part of a building shall comply with CPC Section 1505.11[3]. Water meters used for recycled water service shall be separate and independent of potable water service.

Recycled Water Identification

Where any property subject to recycled water service is served by or contains dual or multiple water systems and piping, the exposed portion of recycled water pipelines, valves, and other fittings shall be installed with purple identification tape or purple polyethylene vinyl wraps according to the AWWA California-Nevada Section guidelines. In addition, all new unexposed or buried recycled water pipes installed on any such property shall be similarly painted purple, branded or marked. LACDPH Guidelines for pipeline construction and installation for the safe use of recycled water provides additional information[4].

[3] https://up.codes/viewer/california/ca-plumbing-code-2019/chapter/15/alternate-water-sources-for-nonpotable-applications#15

[4] http://www.publichealth.lacounty.gov/eh/docs/permit/cross-connection-plan-review-application.pdf

The portions of the recycled water piping system that are in areas subject to access by the general public shall not include any hose bibbs. Only quick couplers that differ from those used on the potable water system shall be used on the portions of the recycled water piping system in areas subject to public access[5].

Signage

All recycled water outlets accessible to the public shall be posted with bilingual precautionary posters with the wording "RECYCLED WATER - DO NOT DRINK" and "AGUA RECICLADA - NO TOME EL AGUA". Each sign shall display an international symbol to alert people who do not read English or Spanish. Signs shall be no less than 4-inches high by 8-inches wide. Main shut-off valves shall be clearly identified to distinguish between recycled water and potable water systems.

Approved use areas for recycled water service shall also be posted with precautionary notices to warn the public. A sign shall be installed in each restroom of commercial, industrial, and institutional occupancies, and in residential common use areas using recycled water for water closets, urinals, or both. Additional information regarding posting of approved use areas can be found in Section 5.

Location

No impoundment or storage ponds containing recycled water shall occur within 100 feet of any domestic water wells, potable water reservoirs, and streams used as sources of water supply.

No recycled water irrigation shall be located within 50 feet of any domestic supply well unless all of the following conditions have been met:

- A geological investigation completed at the expense of the applicant demonstrates that an aquitard exists at the well between the uppermost aquifer being drawn from and the ground surface. A copy of the geological investigation certified by a California-licensed geotechnical engineer shall be provided to the City;
- The well contains an annular seal that extends from the surface into the aquitard;
- The well is housed to prevent any recycled water spray from contacting the wellhead facilities;
- The ground surface immediately around the wellhead is contoured to allow surface water to drain away from the wellhead; and,
- The City approves the elimination of the buffer zone requirement.

No irrigation shall take place within 50 feet of any reservoir or stream used as a source of domestic drinking water.

Cooling Systems

Whenever a cooling system uses recycled water in conjunction with an air conditioning facility and utilizes a cooling tower or otherwise creates a mist that could contact individuals located on the property or members of the public, the cooling system shall comply with the following:

- A drift eliminator shall be used whenever the cooling system is in operation.
- Chlorine or another biocide shall be used to treat the cooling system recirculating water to minimize the growth of *Legionella* and other microorganisms.

Irrigation

Any irrigation runoff shall be confined to the use area and shall not be allowed to escape as surface flow unless the flow is authorized under an NPDES permit, Waste Discharge Requirements, a Conditional Waiver of Waste Discharge Requirements for Irrigated Lands, or other orders issues by the State or RWQCB.

Spray Control

Spray, mist, or runoff shall not enter dwellings, designated outdoor eating areas, or food-handling facilities, and shall not contact any drinking water fountain and public present. Drinking water fountains must be equipped with hoods or covers.

3.2 Cross-Connection Prevention

The primary purpose of a cross-connection prevention program is to protect the City's potable water supply from possible contamination by prohibiting and preventing cross-connections between the potable water distribution system and recycled water distribution system, in accordance with Title 17, Chapter 5 of the CCR. No physical connection shall be made or allowed to exist between any recycled water piping and any piping conveying potable water, except for a specific use when using an approved protection method as allowed under Title 17, Section 7604 of the CCR.

3.2.1 Backflow Prevention

Regulations governing backflow prevention devices are intended to protect the City's potable water supplies and are not intended to protect users from potential hazards of cross-connections in the user's onsite facilities.

City approved backflow prevention for the City's recycled water supply shall be provided by the user in accordance with the specifications of the Water Resources Division. Provisions, installations, maintenance, and inspection of backflow prevention devices shall be the sole responsibility and duty of the User, and at User's expense. Inspection of backflow prevention devices shall be done at least once a year, or more often in those instances where successive inspections indicate repeated failures.

These devices shall be inspected, repaired, overhauled, or replaced at the expense of the User whenever they are found to be defective. Records of such tests, repairs, and overhauls shall be kept

by the City, and such records shall be made available to any concerned regulatory agency on request.

The installation of backflow prevention devices shall be done by the User. Inspection of backflow prevention devices shall be done by the City and/or LACDPH certified inspector The User shall submit to the City Water Resources Division original inspection certificates as proof of compliance. All inspection and testing shall be done to the satisfaction of the City and the regulatory agencies concerned.

3.2.2 Types of Backflow Protection

The level of protection required is related to the degree of hazard that the City determines exists on the premises served. The following protective devices may be required:

- Reduced Pressure Principle Backflow Prevention Device (RPPD),
- Double Check valve (DC),
- and/or an Air Gap separation (AG).

The user may choose a higher level of protection than required by the City. Minimum types required, relative to various situations, are listed below. Situations not listed shall be evaluated on a case-by-case basis and the appropriate level of protection required shall be determined by the City in consultation with LACDPH and DDW.

- On premises having an auxiliary water supply such as recycled or non-potable water and there are no interconnections between the auxiliary system and the potable system, a RPPD or DC valve shall be provided on the potable water service.
- On premises where the City's potable water system is used to supplement the recycled water supply, an air gap separation shall be provided. Air gaps shall be at least twice the pipe diameter of the discharging pipe and be located above ground.
- On premises where hazardous materials and toxic substances are stored, handled, or produced in any manner in which substances may enter both the potable water and the recycled water systems, an air gap separation to both systems shall be provided to avoid contamination of the potable water as well as degradation of the recycled water. Air gaps shall be at least twice the pipe diameter of the discharging pipe and be located above ground.

3.3 Interim Service Facilities

Interim Service Facilities are those facilities that employ either potable or untreated water until such time as recycled water becomes available for use.

In areas where recycled water is not immediately available when the Use Area is ready for construction, and if the City has determined that recycled water will be supplied in the future, on-site facilities shall be designed and constructed to use recycled water. Provisions shall be made to allow for connection to the City off-site recycled water facilities, when available. In the interim, potable or other suitable water may be supplied to the on-site facilities through an interim service connection.

An approved backflow assembly is required on the interim service while the on-site facilities are using an alternate source of water. If and when recycled water becomes available, the interim connection and backflow assembly will be removed and connection made to the on-site facilities upon approval of the City and LACDPH, at the User's expense.

When recycled water becomes available, an inspection of the on-site facilities and cross-connection control test shall be provided, at the User's expense, with the approval and inspection of the City and LACDPH to verify that the facilities have been maintained and are still in compliance with the Permit. Upon verification of compliance, recycled water shall be supplied to the site.

3.4 Conversion of Facilities

This section describes the process for converting an existing on-site potable system to recycled water service as well as the process to convert an existing on-site recycled water system to potable water service.

3.4.1 Conversion from Potable to Recycled Water Use

Prior to converting an existing potable water system for recycled water use, the City shall review the record drawings and determine the measures necessary to bring the system into full compliance. No existing potable water facilities shall be converted to, or incorporated into, the recycled water system without proper testing and approval by City, LACDPH, and other regulatory agencies as necessary.

If the City deems it necessary to convert potable water facilities for recycled water use, it shall be the responsibility of the User, at User's expense, to implement the following, as determined by the City and LACDPH:

- Potable water service connection to the water meter shall be removed, isolated, and plugged by the City at the City main or abandoned in a manner approved by the City.
- Installation of approved backflow assemblies on any and all water meter connections as determined by the City's Cross-Connection Program.
- On-site plumbing system shall be isolated and disinfected per CBC and AWWA standards prior to connection to recycled water meter.
- All on-site personnel and potential users shall be notified of the conversion to recycled water.
- All pipelines, appurtenances, and valves shall be labeled to identify as recycled water service.

- Precautionary posters indicating service shutoff valves and outlets accessing recycled water shall be posted.
- An onsite Recycled Water Site Supervisor shall be designated in writing. Contact information shall be provided to the City and always maintained. This individual shall be familiar with plumbing systems within the property and with the basic requirements of recycled water systems.
- All maintenance personnel must be educated regarding the proper usage of recycled water. For dual plumbing systems, personnel must be informed that recycled water is used for toilet and urinal fixtures only, and is not approved for drinking, hand washing, cleaning of tools, etc. It is important that this be communicated on a regular basis.
- City and LACDPH shall complete backflow preventer and cross-connection inspection prior to connecting onsite plumbing system to recycled water meter.
- Upon successful shutoff inspection, LACDPH shall provide a report certifying the system is ready to connect to the recycled water meter, and the City shall notify both LACDPH and DDW once the conversion to recycled water is complete.

3.4.2 Conversion from Recycled to Potable Water Use

Prior to converting an existing recycled water system to potable water use, the City shall review the record drawings and determine the measures necessary to bring the system into full compliance. No existing recycled water facilities shall be converted to, or incorporated into, the potable water system without proper testing and approval by City, LACDPH, and other regulatory agencies as necessary.

If the City deems it necessary to convert recycled water facilities for potable water use, it shall be the responsibility of the User, at User's expense, to implement the following, as determined by the City and LACDPH:

- Recycled water service connection to the water meter shall be removed, isolated, and plugged by the City at the City main or abandoned in a manner approved by the City.
- Installation of approved backflow assemblies on any and all water meter connections as determined by the City's Cross-Connection Program.
- On-site plumbing system shall be isolated and disinfected per CBC and AWWA standards prior to connection to potable water meter.
- All on-site personnel and potential users shall be notified of the conversion to potable water.
- All recycled warning labels/signs shall be removed.
- City and LACDPH shall complete backflow preventer and cross-connection inspection prior to connecting onsite plumbing system to potable water meter.

- Upon successful inspection, LACDPH shall provide a report certifying the system is ready to connect to the potable water meter, and the City shall notify both LACDPH and DDW once the conversion to potable water is complete.

3.5 Useful References

3.5.1 WateReuse Los Angeles Chapter Recycled Water Urban Irrigation User Manual

The Recycled Water Urban Irrigation User Manual has been prepared to convey the general rules, regulations and guidelines regarding the safe introduction and use of recycled water for landscape irrigation in Los Angeles and other areas in the State of California. This document was prepared by the Los Angeles Chapter of the California Section of the WateReuse Association, which is comprised of water utilities, regulatory interests, and other entities interested in the safe introduction and use of recycled water.

The document is available at: https://watereuse.org/wp-content/uploads/2015/01/LA_Chapter_WR_Recycled_Water_Urban_Irrigation_Users_Manual_2014.pdf

3.5.2. LACDPH Guidelines for Alternate Water Sources: Indoor and Outdoor Non-Potable Uses

To assist the public with information on how to collect and safely use alternate water sources, the LACDPH and Los Angeles County Environmental Health Division prepared a guidelines document, in collaboration with stakeholders, as a guide for the safe use of alternate water sources in indoor and outdoor settings. The guidelines are intended to provide a user-friendly roadmap for alternate water use; however, it is ultimately the responsibility of the system owner and operator to ensure that non-potable water sources are used appropriately and monitored for safety throughout the life of the project.

The document is available at: http://www.publichealth.lacounty.gov/EH/docs/permit/guidelines-alternate-water-sources.pdf

3.5.3. Los Angeles County Sanitation Districts Recycled Water Users Handbooks

The Los Angeles County Sanitation Districts has developed two handbooks to assist purveyors and users in understanding recycled water requirements. These handbooks are intended to be used by anyone who obtains and/or uses recycled water from the Sanitation Districts; however, the material is generally consistent with content included in these Guidelines.

The Recycled Water Users Handbook for the Joint Outfall System or the Santa Clarita Valley Sanitation District is available at:
https://www.lacsd.org/home/showpublisheddocument/3578/637644521003970000

The Recycled Water Users Handbook for Lancaster or Palmdale Water Reclamation Plants, Located in the Antelope Valley is available at:
https://www.lacsd.org/home/showpublisheddocument/3602/637644522620170000

4. Administrative and Inspection Requirements

It is the intent of the City that recycled water service be provided in accordance with these Guidelines, as and when such recycled water becomes available. This section outlines the administrative process, monitoring, and inspection requirements with respect to receiving recycled water service.

4.1 Liability

The City is not responsible for any condition of the recycled water itself, or any substance that may be mixed with or be in recycled water as delivered to any User, except as required by Title 22 and applicable regulations. The City shall not be liable for any damage from recycled water, including that resulting from inadequate capacity, defective plumping, broken or faulty services, or recycled water mains; or any conditions beyond the control of the City. All users shall accept such conditions of pressure, as provided by the distribution system at the location of the service connection and hold the City harmless from all damage arising from low pressure or high-pressure conditions, or from interruptions of service.

4.2 Condition of Service

The City shall control and schedule recycled water distribution to Users. The application for recycled water service and the use of recycled water by any User shall be subject to all the terms and conditions of the State, Federal, County, and City, including these Guidelines and the California Code of Regulations Title 17 and Title 22.

4.3 Charges for Service

Charges for recycled service shall comply with rates established by City Council resolution. Water bills are based on actual recycled water consumption as measured by the water meter installed by the City for the property.

4.4 Disputed Water Bills

Any dispute over the correctness of a water bill will be investigated by the City. Bills reflecting clerical or meter errors shall be adjusted, taking into consideration the volume of business, seasonal demand, and any other factors that may assist in determining an equitable charge.

4.5 Meter Testing

Prior to installation, each meter will be tested by the manufacturer or by the City. A User may, by giving one week's notice, request the City to test the meter serving his premises. The User will be notified at least two days in advance of the time and place of the test and shall have the right to be present during the test. A cash deposit will be required as a prerequisite to making the requested test. The deposit will be refunded only if the meter is found to register more than three percent fast. The results of the test will be given to the User within fourteen days after completion of the test. If the results of the test show the meter is registering more than three percent fast, in addition to the deposit, City will refund the full amount of the overcharge based on an adjusted meter reading for the preceding six-month period the meter was in use.

4.6 Non-Registering Water Meter

When a meter is found to be out of order, the charge for water will be based on, at the discretion of the City, either the average monthly consumption for the preceding months during which the meter is known to have registered correctly, or the consumption as registered by a "substitute meter." Consideration will also be given to volume of business, seasonal demand, and any other factors that may assist in determining an equitable charge.

4.7 Cross-Connection Testing

When a recycled water use site requires a cross-connection shut down test, the User's account will be billed for the test. The User shall be responsible for all expenses related to the cross-connection shut down test at the current time and material rate per City Council resolution. If follow up testing is required due to test failure and or the discovery of a Cross Connection, the User will bear the cost of all corrective measures and any subsequent testing.

4.8 Monitoring and Inspection

The City, LACDPH, and DDW, or authorized representatives of any of these agencies, shall have authority to monitor and inspect the entire recycled water system, including both on-site and off-site facilities.

The City shall conduct monitoring programs, as it deems necessary, to ensure that User's recycled water facilities are being operated in accordance with these Guidelines, including the provision that cross-connections between potable water facilities and the recycled water facilities do not exist.

In carrying out these functions, the City, the LACDPH, DDW, or authorized representatives of any of these agencies shall have the right to enter any User's premises during reasonable hours upon presentation of proper credentials. Reasonable hours shall include hours when irrigation is being performed to ascertain whether the user is complying with these Guidelines. The User shall indemnify and hold the City harmless for any damage, loss, or injury alleged to have been caused by City personnel while inspecting on-site facilities, except where the City's sole negligence is duly established. If such entry is refused or cannot be obtained, the City shall have recourse to any remedy provided by law to secure lawful entry and inspection of the premises or discontinue recycled water service to the property.

At their discretion, the City or representatives of any health agency having jurisdiction may conduct surveys of any property where the City provides recycled water service. These surveys are to determine if any actual or potential cross-connection exists. The User shall provide full cooperation to facilitate these surveys.

4.8.1 Installation Inspection

In addition to other inspections performed by City building inspectors, the recycled water system shall be inspected by the City and LACDPH prior to connecting the recycled water meter to the on-site system. All piping, valves, appurtenances, and cross-connection prevention devices shall be kept exposed until the recycled water cross-connection control inspection is completed. The use area will be inspected to confirm no cross-connection to the potable water system is present.

Testing shall be conducted using pressure, dye, or other test method as approved by the City, LACDPH, and DDW. Copies of the written test reports will be forwarded to the User, City, LACDPH

and DDW. Upon successful completion of the installation test, the system may be connected to the recycled water meter.

4.8.2 Annual Inspection

An annual inspection of the backflow preventer and visual inspection confirming no cross connections are present will be done by the City and/or LACDPH certified inspector. In addition, the City will confirm the Recycled Water Supervisor is still current and capable of meeting the responsibilities required per these Guidelines. Copies of the written test reports will be forwarded to the User, City, LACDPH and DDW.

4.8.3 Quadrennial Shutdown Test

Every four years a cross-connection shut-down test will be done by the City and/or LACDPH certified inspector. The recycled water system shall be tested for any possible cross connections. Testing shall be conducted using pressure, dye, or other test method as approved by the City, LACDPH, and DDW. Copies of the written test reports will be forwarded to the User, City, LACDPH and DDW.

4.9 Discontinuance of Service

Discontinuance of service may be at the User's request or by the City.

4.9.1 Turn off at User's Request

A User may request that service be discontinued, either temporarily or permanently, by giving at least 24 hours advance notice to the City. User assumes total responsibility for all charges incurred from the effective date of service until User notifies the City of discontinue service.

4.9.2 Turn-off by the City

The City may discontinue a User's service for one of, but not limited to, the following reasons:

- **Non-payment of bills:** A service may be discontinued for nonpayment of any water charges of a User, whether or not the payment delinquency is associated with recycled water service at the service connection or at any other City recycled or domestic water service connection of the same User.
- **Recycled water quality:** Service may be discontinued if, at any point in the City's distribution system, the recycled water does not meet the requirements of regulatory agencies. Service would, in such case, be restored at such time as recycled water again meets the requirements of regulatory agencies, or at such time as the City supplements the recycled water system with water from other sources.

The City reserves the right and has the authority to immediately terminate service at any time. Refer to Section 6.6.

4.10 Re-establishment of service

The City shall have the right to refuse to re-establish service following termination of service for violation of these provisions. Any request to re-establish service subsequent to the termination of recycled water service shall be in the manner prescribed for initially obtaining recycled water service from the City, which may include the collection of a security deposit in an amount determined by the City.

In order to resume or continue service that has been suspended, the User may be required, at the City's discretion, to pay a restoration fee, as set by City Council resolution. Reestablishment of service shall only be made by the City, during regular working hours established by the City.

5. Operational Requirements

This section summarizes the operational responsibilities of the User and the City to operate and maintain on-site and off-site recycled water system facilities.

5.1 On-Site Recycled Water System Facilities

5.1.1 User's Responsibilities

The User shall be responsible for the safe and efficient operation, maintenance, and upkeep of their on-site facilities. However, the City shall also have the right to monitor and inspect the on-site operation of the User's facilities as specified in Section 4.9 of these Guidelines.

The User shall maintain plans and maps showing domestic water lines and recycled water lines within the use site. The User shall notify the City of any and all changes or proposed changes, modifications, or additions to the on-site facilities. Changes shall be approved by the City and shall be designed and constructed according to the requirements, conditions, and standards set forth in these Guidelines and other City requirements.

Any time there is a change of owner or User(s) on any commercial or industrial premises, the owner or User(s) shall notify the City immediately. The City will then reassess the level of protection required to amend the existing permit in accordance with Section 4.4 as necessary. Any alterations to existing on-site facilities that may affect required protection levels must also be reported immediately to the City.

The User shall comply with any and all applicable Federal, State, and local statues, ordinances, regulations, contracts, and requirements prescribed by the City. The City, in accordance with Section 6 of these Guidelines, shall apply any fines or penalties in the event of violation.

It shall be the responsibility of the User to notify the City of any and all failures in their on-site recycled water system whether or not it is in the User's opinion the failures resulted in violations. It shall also be the responsibility of the User to notify the City of any and all violations, which occur as a result of the user's action or the action of his or her operations personnel.

The User shall keep a written log of all system failures and violations including corrective action taken. The City shall review the log regularly.

5.1.2 Designation/Responsibility of the Recycled Water Site Supervisor

Each recycled water User shall designate a Recycled Water Site Supervisor who is responsible for the recycled water system under the User's control. The Recycled Water Site Supervisor shall be a person accepted and approved by the City to operate and maintain the on-site facilities and irrigation systems, and to assume the responsibilities outlined here below. The City shall require that the designated Recycled Water Site Supervisor obtain instruction in the use of recycled water, such instruction being provided or approved by the City.

The designated Site Supervisor shall attend Recycled Water Site Supervisor training through Los Angeles County Sanitation District or another approved entity sponsored by the County or the City. Copies of the Site Supervisor's certificate, with a 24-hour contact number, shall be provided to the City and the LACDPH. The Site Supervisor must be recertified every five years. A schedule of site supervisor training classes dates and locations is available at:

https://www.lacsd.org/services/wastewater-programs-permits/water-reuse-program/site-supervisor-training-program

The Recycled Water Site Supervisor shall be the contact person for the User in all matters between the User and the City concerning the operation of the on-site system and the use of recycled water. It shall be the responsibility of the User to notify the City whenever a change of the Recycled Water Supervisor occurs. Subsequently, the User shall be responsible to obtain the City's acceptance and approval of their newly designated supervisor. The Recycled Water Site Supervisor will have the following responsibilities:

1. To oversee recycled water service and maintain on-site facilities.
2. To ensure that all operations personnel are trained and familiarized with the use of recycled water, including all pertinent information contained in these Guidelines and those applicable portions of the California Code of Regulations. This information shall be supplied by the city upon request by the User or Owner.
3. To furnish operations personnel with operating instructions, maintenance instructions, controller charts, and record drawings to ensure proper operation in accordance with the facilities design, these Guidelines, and all applicable permits. At least one complete set of this information shall be kept on-site or in the nearest field office or maintenance building.
4. To operate and control the User's recycled water system in order to prevent direct human consumption of recycled water and to control and prevent run-off.
5. To provide a preventative maintenance program and carry out ongoing regular maintenance and upkeep to ensure the continued operation of all system elements within the requirements of these rules and regulations.
6. To prevent cross-connections to potable water systems, and also to protect the recycled water system from contamination from cross-connections to other sources. In the event of a cross-connection to the potable water system, the user or Site Supervisor shall immediately shut off the main recycled water supply valve and depressurize the recycled water system to prevent further mixing with the potable supply. The user or Site Supervisor shall also immediately advise the City of the occurrence of the cross-connection. The County and State health officers shall be immediately advised by the City so that appropriate measures may be taken to control any contamination or pollution. The user or Site Supervisor shall assume all responsibilities for the prevention of cross-connections between the on-site facilities and any potable water supply and shall indemnify and hold the City harmless from and against any claim of damage or loss which is caused or is alleged to have been caused, in whole or in part, by cross-connections of on-site facilities.
7. To ensure that testing and inspection of backflow prevention assemblies is conducted on an annual basis and that repairs are made where required as per requirements of regulatory agencies. More frequent tests may be required in those instances where successive tests indicate repeated failures.

8. To report to the City any and all failures in the onsite facilities whether or not such failures may result in violations.

5.1.3 Operation and Control of On-site Recycled Water System

Operation and control measures of on-site recycled water systems shall include, but not be limited to, the following:

1. Onsite recycled water facilities shall be operated in such a manner to prevent or control surface flows or windblown sprays of recycled water across boundary lines or into areas not yet approved for recycled water use.
2. Recycled water shall be applied at agronomic rates. Special precautions must be taken to prevent clogging of spray nozzles, prevent over watering, and to minimize the production of runoff. Pipelines shall be maintained to prevent leakage.
3. Recycled water shall be applied at a rate that does not exceed the infiltration rate of the soil. Where varying soil types are present, the design and operation of the recycled water facilities shall be compatible with the lowest infiltration rate anticipated or designed appropriately for the soil type to prevent run-off.
4. The system shall avoid spray patterns that tend to accumulate recycled water to produce ponding and/or run-off on public rights-of-way or adjoining areas not yet approved for recycled water use.
5. Recycled water shall not be used for irrigation during periods of rainfall and/or runoff.
6. To the extent possible, the operation of the irrigation system shall be between 10 PM and 6 AM or otherwise during periods of minimal public use of the approved area. Such periods of operation shall remain within any general period of recycled water irrigation operation specified by the City.
7. The user shall enforce the following prohibitions per these Guidelines: cross-connections, disposal of recycled water in unapproved areas, the use of hose bibs, ponding and run-off, windblown sprays, unapproved use of recycled water.
8. If leakage is detected, the User shall correct any issues within 72 hours of learning of the runoff.

Chapter 15 of the California Plumbing Code sets forth operation and control requirements when recycled water is used within buildings in a dual-plumbed system for non-potable domestic uses, such as toilet and urinal flushing. An Operational and Maintenance Manual for recycled water supply systems shall be supplied to the building owner by the system designer or installer that includes the following:

1. Diagram(s) of the entire system and the location of system components.
2. Instructions on operating and maintaining the system.
3. Details on startup, shutdown, and deactivating the system for maintenance, repair, or other purposes.

4. Applicable testing, inspection, and maintenance frequencies in accordance with Section 1501.5 or Section 1503.15 as applicable.
5. A method of contacting the installer and/or manufacturer(s).
6. Directions to the owner or occupant that the manual shall remain with the building throughout the life cycle of the structure.

5.2 Off-Site Recycled Water System Facilities

Operation, maintenance, and monitoring of the City's off-site recycled water systems including, but not limited to, recycled water transmission and distribution main, service lines, valves, connections, storage facilities, and other appurtenances and properties up to and including the City's meter, shall be under the management and control of the City. No other persons except authorized representatives of the City shall have any right to enter any portion of the foregoing. No other persons except authorized representatives of the City shall have any right to operate, adjust, repair, change, alter, move, or relocate any portion of the off-site recycled water system.

5.3 Posting of Approved Use Areas

Posting the use areas of recycled water is required to inform the public that recycled water is being used. Where recycled water is used, stored, or conveyed, each entrance to any area, building, or facility shall have a sign posted. Additional signs identifying the color scheme for the recycled, potable, and industrial water shall be located at each entrance where multiple systems are utilized.

Warning notices and labels shall be posted on designated facilities such as controller panels, washdowns, or blowoff valves on trucks, and temporary construction facilities. The labels shall indicate that the system contains recycled water that is unsafe to drink or whatever other restrictions may apply. A sign shall be installed in each restroom of commercial, industrial, and institutional occupancies, and in residential common use areas using recycled water for water closets, urinals, or both. It shall be the responsibility of the Recycled Water Site Supervisor to ensure the required bilingual postings in English and Spanish are installed and maintained, and so placed that they can be readily seen by all personnel or public utilizing the facilities.

Where recycled water is used for recreational impoundments, warning signs shall be installed to notify that the water in the impoundment is unsafe to drink. The agency responsible for the impoundment shall prepare a detailed plan showing placement and spacing of proposed signs. The signs shall include the international warning sign of "do not drink" for all recycled water systems.

A signage plan shall be prepared and forwarded to the City and LACDPH for approval prior to the use of recycled water. An example of typical recycled water signage is included below.



Example Recycled Water Signage (Source: WateReuse California Signage Guidelines)

6. Enforcement

6.1 Unauthorized Use of Recycled Water

It is unlawful to use City recycled water which does not pass through a City meter, regardless of knowledge or intent. It is unlawful to make, maintain, or permit any bypass of connection between the City meter and the main, regardless of knowledge or intent.

6.2 Tampering and Obstruction of Recycled Water System

It is unlawful to break, disassemble, or otherwise tamper with a water meter, or other equipment or appurtenances of the City's recycled water system. Any unauthorized person entering, breaking, damaging, destroying, uncovering, defacing, or tampering with any structure, equipment, or appurtenance which is a part of the City's recycled water system shall be in violation of SMMC 7.12.170. Any person who causes obstruction, damage, or any other impairment to the City's facilities, shall become liable to the City for all expense, loss, or damage.

6.3 Investigation and Initial Determination

The City is responsible for implementing the enforcement of SMMC 7.12.170 and these Guidelines. The goal of the City is to maintain compliance through a pro-active program of education, monitoring, and enforcement. In the event of non-compliance, the City will implement a response plan based on the seriousness of the violation considering the following criteria:

1. Magnitude and duration of the violation.
2. Effect of the violation on the operation of the City's recycled water system.
3. Effect of the violation on the City's compliance with regulatory agency rules and regulations.
4. The compliance history and good faith of the recycled water User.

6.4 Informal and Formal Enforcement Procedures

Compliance with SMMC 7.12.170 and these Guidelines are conditions for receiving recycled water service. Any User found to be violating any provision of SMMC 7.12.170 and these Guidelines, or the terms and conditions of the User's service agreement, permit, or any applicable Federal, State, County, or City statute, regulation, resolution, ordinance, or other requirement shall be served by the City with written notice, stating the nature of the violation(s) and providing a reasonable time limit for the satisfactory correction thereof. The offender shall, within the time stated in such notice, resolve the violation(s) to the satisfaction of the City. Depending on the frequency and degree of noncompliance and on the potential danger to public health as determined by the City, service to the site may be terminated until corrections are made by the User and the Site Supervisor.

6.5 Suspension of Service and Assessing of Fees

The City has the right to suspend recycled water service if any of the conditions set forth in these Guidelines are not being adhered. The City may impose fees for extra staff time required to correct violations of these conditions.

6.6 Right to Terminate Service

In the interest of protecting public health, the City reserves the right and has the authority to immediately terminate, without notice, recycled water service to any User if at any time during construction or operation of the recycled water system there is evidence of real or potential hazards such as cross-connections with the potable water system, improper tagging, signage, or markings; or unapproved or prohibited uses.

6.7 Severability

If any section, subsection, clause, or phrase of these Guidelines is determined to be invalid, the remaining portions of these regulations shall remain in effect.

7. Agency Contact Information

Agency	Address	Website	Telephone/ Email
City of Santa Monica, Building and Safety	1685 Main Street Santa Monica CA 90401	Building & Safety - Community Development Department - City of Santa Monica (smgov.net)	(310) 458-8355 buildingandsafety@smgov.net
City of Santa Monica, Water Resources Division	2500 Michigan Avenue Santa Monica, CA 90404	Santa Monica Public Works: Water Resources (smgov.net)	(310) 458-8531 water.resources@smgov.net
County of Los Angeles Department of Public Health, Cross Connections and Water Pollution Control Program	5050 Commerce Drive Baldwin Park, CA 91706	Recycled Water Reuse Sites | Los Angeles County Department of Public Health - Environmental Health (lacounty.gov)	(626) 430-5290 CCWPCP@ph.lacounty.gov
Los Angeles County Sanitation Districts, Site Supervisor Training Program	1955 Workman Mill Road Whittier, CA 90601	LACSD Web - Recycled Resources	(562) 908-4288, ext. 2806 nmarrufo@lacsd.org
Los Angeles Regional Water Quality Control Board - Senior Water Resource Control Engineer	320 West Fourth Street, Suite 200 Los Angeles, CA 90013	https://www.waterboards.ca.gov/losangeles/	**(213) 576-6600** Steven.Webb@Waterboards.ca.gov
SWRCB Division of Drinking Water – Water Recycling	1001 I Street Sacramento, CA 95814	https://www.waterboards.ca.gov/drinking_water/certlic/drinkingwater/RecycledWater.html	916 341-5254 (619) 525-4022 randy.barnard@waterboards.ca.gov

Attachment A

SMMC 7.12.170 - Recycled Water Ordinance

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City Council Meeting March 22, 2022 Santa Monica, California

ORDINANCE NUMBER 2697 (CCS)

(City Council Series)

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SANTA MONICA MODIFYING SECTION 7.12.170 OF THE SANTA MONICA MUNICIPAL CODE TO ADD WATER RECYCLING REQUIREMENTS

WHEREAS, the extreme dryness that has ravaged California now ranks as the driest 22-year period in at least 1,200 years; and

WHEREAS, California Water Code Section 461 requires the maximum reuse of recycled water in the satisfaction of requirements for beneficial uses of water; California Water Code Section 13550 states that it is a waste or unreasonable use of water if recycled water is available, is of adequate quality, of a reasonable cost to the user, will not be detrimental to public health, and will not adversely affect downstream water rights, or water quality, or be injurious to plant life, fish, or wildlife; and California Water Code Section 13551 provides that no one shall use water suitable for potable domestic use for non-potable uses, if suitable recycled water use is available; and

WHEREAS, recycled water is a source of water for approved non-potable uses as specified in the California Code of Regulations Title 22 Recycled Water Criteria; and

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WHEREAS, the City's Water Division has constructed the Sustainable Water Infrastructure Project (SWIP), which is able to deliver treated wastewater at a tertiary level for non-potable uses and as allowed by Title 22 Recycled Water Criteria; and

WHEREAS, the California Regional Water Quality Control Board, Los Angeles Region (RWQCB) has required, as a condition to permitting the SWIP (Permit Order Number R4-2021-0044), that the City adopt an ordinance providing for the use of recycled water; and

WHEREAS, the sale of recycled water to water customers that can use the water for approved purposes will benefit water ratepayers overall by reducing the need to purchase imported potable water; and

WHEREAS, recycled water is also a component of the City's 2020 Urban Water Management Plan, the long-range plan to develop a sustainable water supply portfolio; and

WHEREAS, the City has developed a recycled water system to meet the increasing urban demand and offset potable uses; and

WHEREAS, in order to expand its recycled water service, the City desires to require certain new developments to install facilities necessary for the delivery of recycled water, as a development standard.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SANTA MONICA DOES HEREBY ORDAIN AS FOLLOWS:

SECTION 1. Santa Monica Municipal Code Section 7.12.170 is hereby amended to read as follows:

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7.12.170 Recycled Water Requirements

(a) **Recycled Water Use.** Recycled water shall be used within the City's recycled water service area in-lieu of potable water for all approved uses consistent with all applicable federal, state, and local laws effective January 1, 2023.

(b) **Definitions.** The following definitions apply for purposes of administering this Section:

(1) **Recycled water.** Refers to domestic wastewater that has been cleaned so that it can be used more than once or reused.

(A) **Non-potable reuse.** Refers to the use of recycled water for non-potable uses. The City treats wastewater, stormwater, and urban runoff to a quality suitable for non-potable uses such as landscape irrigation, water features, or toilet flushing as regulated by Title 22 of California's Code of Regulations. Non-potable recycled water is not intended for human consumption.

(B) **Indirect potable reuse.** Refers to the use of advanced treated recycled water for a Groundwater Replenishment Reuse Project where the advanced treated recycled water is used to replenish a groundwater basin. The City treats wastewater, stormwater, and urban runoff to a quality suitable for groundwater replenishment regulated by Title 22 of California's Code of Regulations.

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(2) **Recycled water service area.** The areas identified in the recycled water service area map. The recycled water service area map will be posted on the City's Water Resources Division website and included in the Guidelines.

(3) **Regulating agencies for recycled water.** Rules and Regulations for the end use of recycled water are enforced by the following agencies.

(A) **LARWQCB**. The California Regional Water Quality Control Board, Los Angeles Region, is the State of California agency that regulates discharges of recycled water to surface waters on behalf of the United States Environmental Protection Agency through the issuance of National Pollutant Discharge Elimination System or Waste Discharge Requirement/Water Reclamation Requirement permits, which incorporate applicable recycled water requirements for the production, distribution and use of recycled water.

(B) **DDW.** The State Water Resources Control Board, Division of Drinking Water is the State of California agency that regulates drinking water and coordinates with the Regional Boards to ensure a proposed recycled water project complies with all federal and state regulations for the protection of public health.

(C) **LACDPH.** The Los Angeles County Department of Public Health is the agency that certifies backflow prevention assembly testers, also having jurisdiction to regulate onsite cross-connection control in Los Angeles County.

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(4) **Non-potable recycled water applications.** The City's recycled water is suitable for the following non-potable applications:

(A) **Surface irrigation application.** Allowable uses of recycled water for surface irrigation applications including any of the following: food crops, including all edible root crops, where the recycled water comes into contact with the edible portion of the crop; parks and playgrounds; school yards; residential and freeway landscaping; golf courses; cemeteries; decorative fountains; ornamental nursery stock where the public is not restricted; and other allowable applications specified by Title 22 of California's Code of Regulations provided approval is obtained from DDW and LACDPH.

(B) **Dual-plumbing application.** A system utilizing separate piping systems for recycled water and potable water within a facility and where the recycled water serves plumbing fixtures (excluding fire suppression systems) used for flushing toilets and urinals, industrial process or boiler feeds, commercial laundries or carwashes, industrial or commercial cooling towers, evaporative condensers within a building; and/or other allowable applications specified by Title 22 of California's Code of Regulations provided approval is obtained from DDW and LACDPH.

(5) **Guidelines**. Santa Monica Recycled Water Use Guidelines, Policy, and Procedures.

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(6) **Applicant**. Means an Owner or authorized representative of a potential reuse site, who applies for recycled water service from the City, meeting user requirements set forth by LACDPH and DDW.

(7) **Director.** The Director of the City's Public Works Department or his or her designee.

(8) **New development**. Any new structure with any plumbing fixture(s), cooling tower(s), and/or new, enlarged, or relocated irrigation system, pond, or water feature.

(9) **Projected potable water demand.** The total amount of projected potable water demand for a proposed new development.

(10) **Projected non-potable water demand**. The total amount of projected non-potable water demand for a proposed new development.

(c) **Applicability for mandatory recycled water use.** All new development within the recycled water service area and with a total floor area of 7,500 square feet or more shall be required to utilize 100 percent recycled water for surface irrigation and/or dual-plumbing applications.

(d) **Exemptions for recycled water use**.

(1) Any exemptions recognized by the LACDPH.

(2) Fire protection systems in any development may not utilize recycled water and must be supplied by a separate potable water system unless allowed by LACDPH.

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(3) Where recycled water quality has been deemed non-suitable for a particular fixture, equipment or application as reasonably determined by the Director; in such case, the particular fixture, equipment or application may be exempt from the use of recycled water and must be supplied by a separate potable water system.

(4) New development with a planning entitlement application determined complete before January 1, 2023.

(e) **Recycled water implementation procedures.** Applicable candidates for recycled water use must utilize the following standards for the implementation of recycled water services.

(1) **Departmental standards, forms, and other regulations.** The City's Department of Public Works, Water Resources Division shall develop the Guidelines, including administrative standards, policies, procedures, and technical details, to carry out the purposes of this Section. The Guidelines shall be compiled in a separate document referred to as the Santa Monica Recycled Water Use Guidelines, Policy, and Procedures on file in the office of the Water Resources Division and posted on the City's Water Resources Division website. The City shall regularly maintain and update the Guidelines.

(2) **Recycled water service design standards.** Recycled water systems for surface irrigation and dual-plumbing applications shall be designed and installed in accordance with the Guidelines and Chapter 8.32 (Plumbing Code), as amended from time to time.

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(3) **Operation, maintenance, and inspection standards.** Recycled water systems for surface irrigation and dual-plumbing applications shall be operated, maintained, and inspected in accordance with Chapter 7.12 (Utility Division); any approvals of the recycled water systems issued by the City, LACDPH, and DDW; and the Guidelines.

(f) **Permit and regulatory approval requirements for applicable candidates for recycled water use.**

(1) **Building Permit.** As required by Section 8.08.050, an approved building permit from the City shall be required for the use of recycled water. An administrative fee shall be imposed to cover cost of administering and implementing the recycled water use requirements of this Section and shall be set by City Council resolution. The administrative fee shall be assessed and paid to the City by the permit applicant at the time of issuance of the building permit.

(2) **Conditional approval for use of recycled water**. Applicant shall receive conditional approval for use of recycled water from LACDPH. LACDPH may also require the applicant receive conditional approval for use of recycled water from DDW according to the Guidelines. Applicant shall be responsible for filing required application(s) for recycled water service pursuant to this Section with LACDPH and DDW. Application requirements shall be pursuant to the Guidelines and as required by all applicable regulatory bodies. The City will not file applications to LACDPH and DDW on behalf of the applicant. The City will not issue a building permit until the necessary approvals or conditional approvals are obtained from LACDPH.

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(3) **Other permits and regulatory approvals.** In addition to any permit required under this Section, the applicant must obtain and comply with all other required authorizations and permits and all other regulatory approvals from all City departments, and state and federal agencies.

(g) **Termination of service.** The City may discontinue recycled water service to a facility for the following reasons:

(1) **Non-payment of bills.** A service may be discontinued for nonpayment of any water charges of a customer, whether or not the payment delinquency is associated with recycled water service at the service connection or at any other City recycled or domestic water service connection of the same customer.

(2) **Benefit of public safety.** Service may be discontinued if, at any point in the City's distribution system, the recycled water does not meet the requirements of regulatory agencies. Service would, in such case, be restored at such time as recycled water again meets the requirements of regulatory agencies, or at such time as the City supplements the recycled water system with water from other sources.

(h) **Violations.** In addition to any criminal, civil or other legal remedy established by law that may be pursued to address violations of the municipal code, violations of the provisions of this Section are subject to the penalty provisions in Chapter 1.08.

(i) **Undue hardship appeal procedure.**

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(1) The Director may exempt an owner or applicant from the requirements of this Section, upon showing by the owner that the requirements of this Section would cause undue hardship.

(2) For purposes herein, an “undue hardship” shall be found where imposition of the recycled water requirements would deprive the owner of a development site of all economically beneficial use of that site or otherwise be prohibited by applicable State or Federal law.

(3) An undue hardship application shall include all information necessary for the Director to make a finding of undue hardship, including, but not limited to, documentation showing the factual support for the claimed undue hardship.

(4) The Director may approve the undue hardship exemption application, in whole or in part, with or without conditions.

(5) Any exemption granted by the Director is effective immediately.

SECTION 2. Any provision of the Santa Monica Municipal Code or appendices thereto inconsistent with the provisions of this Ordinance, to the extent of such inconsistencies and no further, is hereby repealed or modified to that extent necessary to effect the provisions of this Ordinance.

SECTION 3. If any section, subsection, sentence, clause, or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance and each and every section, subsection, sentence, clause,

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or phrase not declared invalid or unconstitutional without regard to whether any portion of the ordinance would be subsequently declared invalid or unconstitutional.

SECTION 4. The Mayor shall sign and the City Clerk shall attest to the passage of this Ordinance. The City Clerk shall cause the same to be published once in the official newspaper within 15 days after its adoption. This Ordinance shall become effective 30 days from its adoption.

APPROVED AS TO FORM:

DocuSigned by:
Susan Cola
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SUSAN COLA
Interim City Attorney

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Approved and adopted this 22nd day of March, 2022.

DocuSigned by:
823148D999FF4F3...
Sue Himmelrich, Mayor

State of California)
County of Los Angeles) ss.
City of Santa Monica)

I, Nikima Newsome, Assistant City Clerk of the City of Santa Monica, do hereby certify that the foregoing Ordinance No. 2697 (CCS) had its introduction on March 8, 2022 and was adopted at the Santa Monica City Council meeting held on March 22, 2022, by the following vote:

AYES: Councilmembers Brock, Davis, de la Torre, Negrete, Parra, Mayor Himmelrich, Mayor Pro Tem McCowan

NOES: None

ABSENT: None

ATTEST:

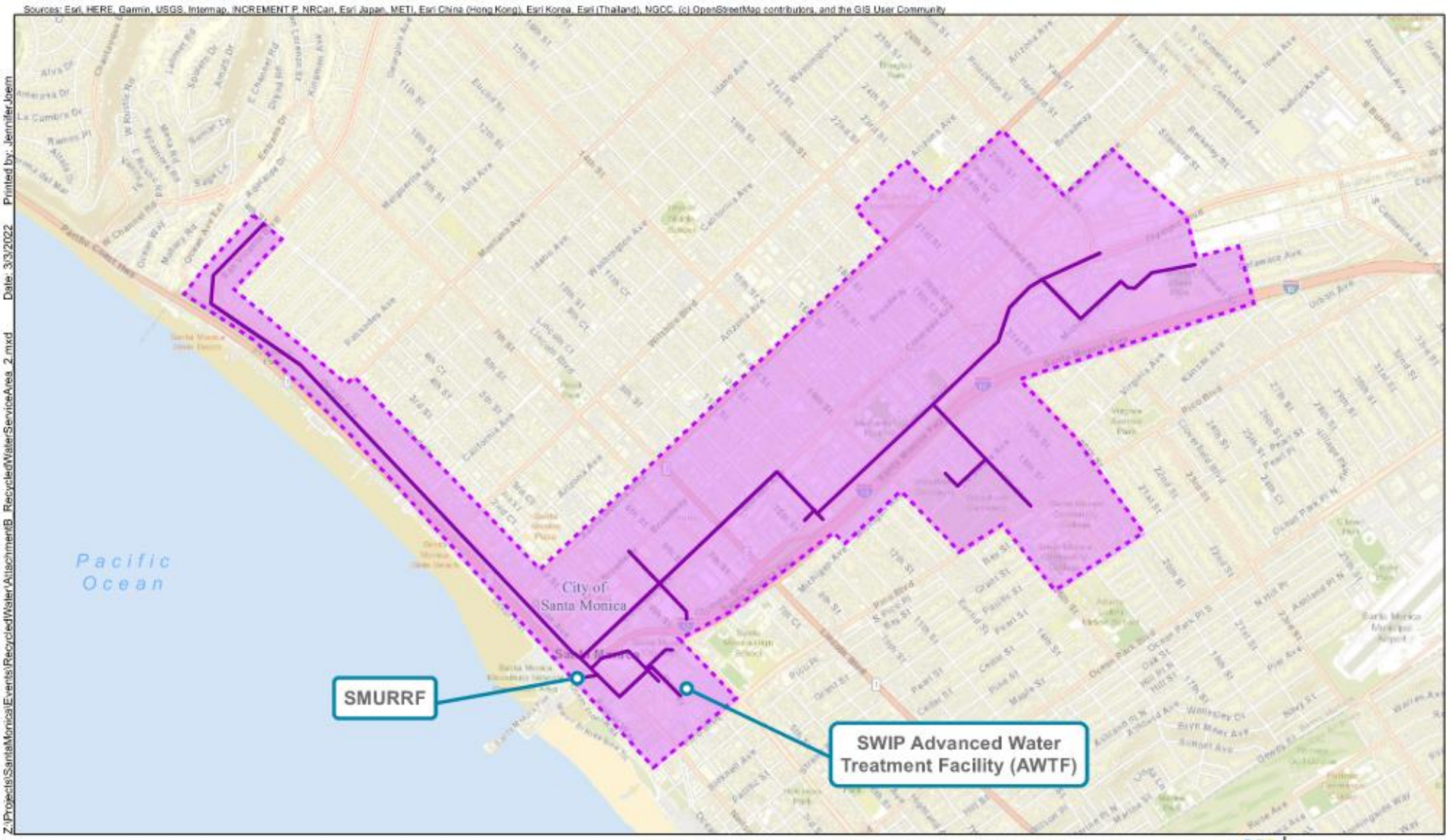
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Nikima Newsome, Assistant City Clerk

4/14/2022
Date

A summary of Ordinance No. 2697 (CCS) was duly published pursuant to California Government Code Section 40806.

Attachment B

Recycled Water Service Area Map



Legend

- Existing Recycled Water Distribution System
- Recycled Water Service Area Extents

Notes:

1. Locations are approximate

N

0 1,050 2,100

Scale: Feet

Kennedy Jenks

Recycled Water Service Area
Santa Monica, California

Recycled Water Service Area Map

2144518*00

Attachment B

Attachment C

Recycled Water Service Application

City of Santa Monica
Water Resources Division

APPLICATION FOR RECYCLED WATER USE This application is intended for planning level review of proposed recycled water use only and is not a substitute for a complete building permit application. Please complete the following application and return to Water Office at City Yards: Email: Water.Resources@santamonica.gov Address: 2500 Michigan Ave, Santa Monica, CA 90404	
Date:	Project Name:
Project Address:	
Permit Number[1]:	
Primary Contact Name:	Company Name:
Address:	Phone:
	Email:
Property Owner Name:	Company Name:
Address:	Phone:
	Email:
Site Supervisor Name[2]:	Company Name:
Address:	Phone:
	Email:
Type of Site or Development (Residential, Commercial, Mixed-Use, Industrial):	
Brief Project Description:	
Brief Description of Proposed Use of Recycled Water:	

Notes:
1. If an electronic plan review application package has already been submitted and a permit number is assigned, please include the permit number for City staff reference. Otherwise leave blank.
2. Owner is required to assign a Recycled Water Site Supervisor responsible for operating and maintaining the on-site facilities for the recycled water use area. Refer to the City's Guidelines for additional information.

City of Santa Monica
Water Resources Division

APPLICATION FOR RECYCLED WATER USE, CONTINUED	
Building Information	
Total Site Square Feet:	Number of Floors:
Building Total Square Feet:	New Building or Remodel:
Landscape Total Square Feet:	

Estimated Recycled Water Demands[3]		
Recycled Water Use Application[4]	Gallons per Year	Average Peak Demand – Gallons per Minute
Domestic Uses:		
Industrial Uses:		
Irrigation Uses:		
Water Features:		
TOTAL ESTIMATED DEMAND:		

Notes:
3. Complete estimated recycled water demand only. Do not include potable water demands within this application.
4. Refer to S.M.M.C. 7.12.170 and the City's Guidelines for approved recycled water use applications.

ITEMS REQUESTED FOR ATTACHMENT TO THE APPLICATION FOR RECYCLED WATER USE	✓
A map showing the specific boundaries of the proposed site. Indicate on the map total site square footage, total building square footage, and total landscaping area square footage	
A brief description of the specific use(s) to be made of the recycled water at each Site	
Evidence that the Site Supervisor has received sufficient training (or the date when training will occur prior to delivery of recycled water) such that the site is operated and maintained in compliance with all applicable laws and regulations, LACDPH requirements, SMMC 7.12.170, and the City's Guidelines.	
Brief description of the methods and devices to be used to prevent cross-connection and backflow of recycled water into the potable water system	