



## **Austin Water Utility Customer Requirements When An Auxiliary Water System Is Used On A Site In Conjunction With City Of Austin Potable Water Service**

The list below is not a complete list of City of Austin requirements to obtain a Site Certificate of Occupancy (C.O.). The list is an outline of City of Austin Water Protection requirements for the setting of and retention of potable and/or reclaimed water service meters. Most of the list of activities requiring check-off may be found in the 2003 UPC Appendix J, the 2006 UPC Chapter 16, the Texas Commission on Environmental Quality (TCEQ) Chapters 290 and 210 Rules and the Austin Water Utility Criteria Manual.

Key items to be addressed are:

### **Permitting and Inspection**

The private plumbing (potable water, wastewater and drain waste and vent), and private auxiliary water\* piping (including the system of the auxiliary water source and the process of the use of the auxiliary water, such as irrigation, cooling tower, toilet, urinal or other waste flushing, laundry processes, etc.) must be permitted and inspected.

At the time application for use of an auxiliary water system is submitted, a copy of this document and the Developer's / Contractor's Check List must be received and signed for by the applicant.

### **Drawings And Specifications**

The submittal of drawings with the request for permit, the inspection of all private piping (whether considered plumbing, irrigation, or process), the final submission of as-built drawings, the written process of individual and conjunctive use of all piped fluids and gasses, and the written processes of emergency handling and reporting of the same are all parts of the process for the installation of water meters and issuance of C.O.

Regardless of other sets of drawings required by other entities, this set of drawings and specifications and written processes are to be delivered to:

City of Austin  
Special Services Division  
3907 South Industrial Drive, Ste.100  
Austin, TX 78744-1070

### **Two Required Meetings**

1. An initial meeting with Special Services Division to review the process and requirements.
2. A final meeting to exchange the following information:

- Formalize the role of the water customer and Austin Water Utility in the safe operation of the facility and required activities of each in the event of an accident or emergency.
- Provide name, title and contact information of the operator of the conjunctive auxiliary water systems on the premises.
- Provide name, title and contact information of the Austin Water Utility contact to assist in an accident, emergency or any other routine matter.

### **Initial and Periodic Testing and Inspection Of The Auxiliary Water Use Site**

In addition to inspections and testing of plumbing and process piping for the purpose of confirming approved materials and methods are employed in the system's installation, sites with auxiliary water use require a set of inspections and tests designed to prevent and to identify the cross connection between potable water (drinking water) piping and any other on-site piping system, especially those containing hazardous materials.

The inspections and tests shall be performed *after all piping on site is installed*, pressure tested and accepted by plumbing inspections department (green tagged). Potable water must never be used to fill or test an auxiliary piping system (without proper use of an RPZ backflow preventer) even during construction. Auxiliary water systems are not normally constructed using the same processes designed to produce a sanitary piping system. Their interconnection for filling could contaminate the potable, drinking water system.

The inspections and tests are to be performed *before any connection has been made* to any auxiliary water source. (i.e., Reclaimed water meter may not be set. Well, rainwater or other pumps may not be started, etc.)

### **Auxiliary Water Utility Customer Service Inspection (CSI)**

Austin Water Utility customers with auxiliary water will employ an inspector with specific qualifications (Note 1) to perform the *initial inspections*. The inspector shall look for proper safeguards on the site intended to minimize the risk of exposure and / or cross connections. The safeguards may include locks on doors or valves, signage to make people aware of the hazards and piping labels in areas of exposed piping such as mechanical rooms, etc. In the case of a *periodic inspection*, the inspection will include confirmation that safeguards have not been disturbed.

The Customer Service Inspection will also include a process of pressurizing and venting the various piping systems to confirm the separation or cross connection between the potable water and auxiliary water piping systems. This initial test will be performed using a protected water source of potable water *before the auxiliary source is activated*; subsequent tests will be made using the auxiliary water system supply and/or a dye solution.

## **Final Check List and Activation**

When the Customer Service Inspection is complete, the inspector will certify the results with the Customer Service Inspection Certificate (Note 2); then deliver the certificate to Special Services Division. This is the last step to complete the checklist in order to set the reclaimed water meter and/or activate other auxiliary water systems and receive approval for Certificate of Occupancy from Austin Water Utility. (*Note: AWU's approval to issue a CO does not release holds or requirements placed by other agencies or organizations.*)

### **Note 1**

Auxiliary reclaimed water system inspectors must be registered with the Austin Water Utility, Special Services Division (AW, SSD) and must hold current license or endorsement as:

- TCEQ Customer Services Inspector
- TSBPE Water Supply Protection Specialist
- TSBPE Plumbing Inspector
- Texas licensed Professional Engineer or Professional Architect

### **Note 2**

Copy of Customer Services Inspection Certificate is attached or see Appendix D Figure: 30 TAC §290.47(d) at the following site:

<http://www.tceq.state.tx.us/assets/public/legal/rules/rules/pdflib/290d.pdf>

*City of Austin  
Special Services Division  
3907 South Industrial Dr., Suite 100  
Austin, TX 78744-1070  
Telephone: (512) 972-1060  
Fax: (512) 972-1260*

<http://www.ci.austin.tx.us/water/specialservices.htm>

\* 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 2003 Uniform Plumbing Code (UPC) Appendix J; the 2006 UPC Chapter 16; (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.