

# NON-POTABLE WATER ORDINANCE TEMPORARY SUSPENSION REQUEST FORM



Projects subject to the Non-potable Water Ordinance Excess Use Charge Program seeking approval from the SFPUC to temporarily suspend operation of the onsite water reuse system must provide all information requested below. Incomplete requests will not be evaluated. Requests may be subject to a site visit by SFPUC staff to verify the claim. Requests may also be subject to an in-person meeting with SFPUC.

Customer Information			
Customer Name:		Phone Number:	
Property Address:		Alternate Phone Number:	
SFPUC Account Number:		Email Address:	

Onsite Water Reuse System Information	
Alternate Water Sources:	<input type="checkbox"/> Graywater <input type="checkbox"/> Blackwater <input type="checkbox"/> Foundation Drainage <input type="checkbox"/> Rainwater <input type="checkbox"/> Stormwater <input type="checkbox"/> AC Condensate <input type="checkbox"/> Other
Non-Potable End Uses:	<input type="checkbox"/> Toilet and Urinal Flushing <input type="checkbox"/> Irrigation <input type="checkbox"/> Clothes Washing <input type="checkbox"/> Drain Trap Priming <input type="checkbox"/> Other

Reason for Temporary Suspension Request
<p>A project may request a temporary suspension of an onsite water system’s operations if natural disaster or any other circumstance beyond the reasonable control of the party from whom performance is required causes the onsite water reuse system to be inoperable for a period of time that is more than 30 days and therefore the project cannot reuse water onsite. Please specify the reason for your temporary suspension request.</p> <p><b>If requesting a temporary suspension, you must acknowledge the following certification:</b></p> <p><input type="checkbox"/> <i>By checking this box, I certify that except as may be specified in the detailed explanation below, the onsite reuse system referenced above has been operating according to the approved Operations &amp; Maintenance Manual and to the best of its ability has been in compliance with the Non-Potable Ordinance.</i></p>

**Explanation of Request**

Please specify the amount of time needed to re-start the onsite reuse system's operation. Please provide a detailed explanation to support your request for a temporary suspension. Please provide additional documentation and calculations that directly support your claim.

Please return this form and all required documentation to the address below:

**SFPUC Water Resources Division, 525 Golden Gate Avenue, 10<sup>th</sup> Floor, San Francisco, CA 94102, or email to:**  
[nonpotable@sfgwater.org](mailto:nonpotable@sfgwater.org)

**For SFPUC Use Only**

Date received: \_\_\_\_\_

Approved? \_\_\_ Yes \_\_\_ No

Timeframe for temporary suspension granted: applies for dates \_\_\_\_\_ to \_\_\_\_\_

If approved with modifications, please explain:

If rejected, please explain:

Staff Initials/Date: \_\_\_\_\_