SFPUC Pre-Screening Guidelines for Capacity Charges

1. **Water & Wastewater Capacity Charges for Review**

   Reviews are required for: Site Permit Submittals & Addendums with Architectural Plans

   - **New Construction → DBI Forms 1 & 2**
     - All New Constructions
       - For Multi-Family Residential (2+ dwelling units) – Refer to [Residential Water Submetering](#)

   - **Additions & Alterations → DBI Forms 3 & 8**
     - Apply to any of the following:
       - **Dwelling units** – Increase in number of units
       - **Square footage** – Increases such as:
         - enlarging the building vertically and or horizontally
         - converting unconditioned space to conditioned space with the building envelope, such as a basement or attic conversion
       - **Plumbing fixtures** – Adding, removing, replacing, and or relocating fixtures
       - **Legalizing** – Legalizing residential or commercial units
       - **Tenant improvement** – Any plumbing fixture work
         - Commercial tenant or First Time tenant improvement

   - **Change of Use → DBI Forms 3 & 8**
     - A change of use, occupancy, zoning category, or even a change of the existing business for all or parts of a building

   Additional Information:

   - Form 8, SFPUC requires DBI’s Building (BLDG) to complete its review prior to the Over-The-Counter (OTC) review
   - SFPUC may require the Department of Public Health (DPH) to complete its review for permits involving cafés and restaurants for Over-The-Counter review

   Review is NOT required for:

   - Fences, private garages, roofs, decks, and or window remodels
   - Replace in Kind plumbing fixtures
   - Replace Like for Like plumbing fixtures

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**OUR MISSION:** To provide our customers with high-quality, efficient and reliable water, power and sewer services in a manner that values environmental and community interests and sustains the resources entrusted to our care.
**SFPUC Fixture Count Form**
Permit applicant must include a completed SFPUC Existing and Proposed fixture count form. *(Note: the Fixture Count coversheet for multi-unit buildings must include all units).*

**SFPUC Checklist**
Permit applicant must include a completed SFPUC Checklist.

Additional information on the SFPUC requirements and other related information: 
- San Francisco’s Water, Power, and Sewer Stormwater Requirements
- Capacity Charges General Information
- Capacity Charges for Accessory Dwelling Units (ADUs)
- Capacity Charges Rate Schedule
- New Water Service Installations