

# Alameda County Water District

## *Service to Accessory Dwelling Units (ADUs)*



May 25, 2022

# ACWD and ADUs

Some typical questions include:

- How do I obtain fire flow data?
- What fees are required to connect an ADU to the water distribution system?
- What is the process for obtaining water service to an ADU?

# Fire Flow Data

- Due to the declaration of a drought emergency and in an effort to conserve limited water supplies, ACWD has suspended routine fire hydrant flow testing and is only conducting fire flows if:
  1. there is no existing representative data in the project area or;
  2. if changes have been made to the distribution system since the date of the last fire flow in the project area.



43885 South Grimmer Blvd.  
P.O. Box 5110  
Fremont, California 94537-5110  
Phone: (510) 668-4499, Fax (510) 651-1760

## ACWD Fire Flow Test Application Form

- NOTICE -

### FIRE HYDRANT FLOW TESTING SUSPENDED

Due to the ongoing water shortage, the Governor's declaration of a drought emergency for California, ACWD's Board of Director's declaration of a water shortage emergency and adoption of an ordinance with mandatory water use restrictions aimed at reducing water use by 15% across the Tri-City area, ACWD is taking extraordinary measures to conserve its limited water supplies. One such measure is to suspend routine fire hydrant flow testing.

ACWD is still accepting applications for fire hydrant flow test data, but in most cases, existing historical fire flow test data in the vicinity of the requested flow location will be deemed applicable and will be furnished in lieu of a field fire hydrant flow test. Applicable historical fire flow test data include, but are not limited to, data which are:

- 1) In the general area of the flow test requested;
- 2) Up to 7 years old, or more in some cases;
- 3) In an area of the water distribution system that has not changed significantly since the test was conducted.

ACWD makes no representation that the data furnished is necessarily representative of the pressure or flow that can be expected at the location identified on the application.

ACWD may conduct fire hydrant flow testing for certain cases in which applicable historical fire flow test data are not available. In such limited testing, the test will only be performed using 2-1/2" nozzles of fire hydrants (no 4" nozzle fire flows). Any requests for waivers of this water conservation measure must be accompanied by a written request from the local fire department.

To request historical data, complete the accompanying form and note your request for historical data in the comment area of the form. There is no cost for historical fire flow test data – do not make payment when submitting the application. ACWD will review fire flow test data applications on a weekly basis and will notify the applicant should field fire flow testing be required (in which case the fee noted at the top of the form will be due prior to testing).

ACWD  
Engineering Department  
43885 South Grimmer Blvd.  
Fremont, CA 94538

See the instructions on the Fire Flow Test Application Form for additional information. If you have any questions or require additional information about fire hydrant flow testing, please contact Demond Mayfield at (510) 668-4481 or [demond.mayfield@acwd.com](mailto:demond.mayfield@acwd.com).



[www.acwd.org](http://www.acwd.org)


@AlamedaCountyWD

# Fire Flow Data – cont.

Fire flow test application can be found on ACWD's website at:

[https://acwd.org/DocumentCenter/View/35/  
Fire-Flow-Test-Application](https://acwd.org/DocumentCenter/View/35/Fire-Flow-Test-Application)

The application should be completed and submitted to ACWD. If there is no existing data and a fire flow needs to be conducted, the fee of \$247 must be submitted before the fire flow can be scheduled.

 <b>ALAMEDA COUNTY WATER DISTRICT</b>	<b>ACWD ENGINEERING DEPARTMENT</b> 43885 SOUTH GRIMMER BLVD FREMONT, CA 94538 PHONE (510) 668-4499 FAX (510) 651-1760	<b>FOR ACWD USE</b> Initials _____ <input type="checkbox"/> Payment Received _____ <input type="checkbox"/> Test Completed _____ <input type="checkbox"/> Provided Existing Data _____ <input type="checkbox"/> To Finance Acct. No. 11.6564 _____
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### FIRE FLOW TEST APPLICATION FORM

SUBMIT YOUR APPLICATION, ALONG WITH A CHECK IN THE AMOUNT OF \$247.00, PAYABLE TO ALAMEDA COUNTY WATER DISTRICT, TO THE ADDRESS ABOVE. PLEASE ATTENTION YOUR ENVELOPE TO THE ENGINEERING DEPARTMENT. COMPLETE ONE (1) FORM FOR EACH FLOW TEST REQUESTED.

**Note:** Leaving any empty fields in the the Applicant Contact Information or Fire Flow Request Information sections below could delay your fire flow test results.

**APPLICANT CONTACT INFORMATION**

Request Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address:      Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Contact Phone Number: (    ) \_\_\_\_\_ Ext. \_\_\_\_\_

Mobile Phone Number: (    ) \_\_\_\_\_

Facsimile (Fax) Number: (    ) \_\_\_\_\_

E-Mail: \_\_\_\_\_

**I would like to receive the results of the test (check all that apply):**

☐ By Standard Mail (default)

☐ By Fax

☐ By E-Mail

**FIRE FLOW REQUEST INFORMATION**

Requested Fire Flow Location: \* Street Address: \_\_\_\_\_

Cross Street: \_\_\_\_\_

City: \_\_\_\_\_

**WHAT TYPE OF APPLICATION IS THIS TEST REQUESTED FOR?**

☐ Single Family Residence

☐ Multi-Family Residential, Commercial / Industrial or Institutional Project

☐ Other \_\_\_\_\_

If the Application type is not Single Family Residential, provide the Estimated / Required Total Fire Flow to the Site: \_\_\_\_\_ GPM

**COMMENTS:**

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**Please sketch the general location of your requested fire flow test in the space below, or you may send a drawing or map along with your application.**

1) If the Test location fronts more than one water main or is on a corner lot, please indicate which water main should be tested in the **Sketch** or **Comments** sections.

2) If the static/residual pressure or flow data is required for specific hydrant(s), please indicate which hydrant(s) should be included in the test in the **Sketch** or **Comments** sections\*.

## SKETCH

\*Although reasonable efforts will be made to perform the fire flow test on the hydrants closest to the requested location, ACWD cannot guarantee that the nearest hydrants will be available for testing. Obstacles (i.e. parked cars, trees, posts, landscaping, etc.) and nozzle configurations or flow orientations may prevent ACWD from flowing particular hydrants.

# ACWD Fees for ADU

ACWD does not require ADUs to have a separate water service to serve the ADU

Capacity Fees for Accessory Dwelling Unit (ADU), effective May 1, 2022 thru April 30, 2023			
Facilities Connection Charge (FCC) Amount* for Qualifying Accessory Unit**			
	<input type="checkbox"/> ADU served by same water service line as new home**	<input type="checkbox"/> ADU served by a new, separate water service line**	<input type="checkbox"/> ADU served by existing or remodeled home water service line
Incremental Cost Portion:	\$4,578.00	\$5,451.00	\$0.00
Equity Buy-in Portion:	<u>\$2,547.00</u>	<u>\$3,105.00</u>	<u>\$0.00</u>
Comprehensive FCC:	\$7,125.00	\$8,556.00	\$0.00
Receipt No.		<i>ACWD Stamp</i>	
Authorized By:			
Date:			

\* Fee amounts change periodically; please contact Alameda County Water District Engineering Department to verify current fee amounts.


\*\* Capacity fees will be assessed to new accessory dwelling units, constructed along with a new single-family residential unit on the same lot served from the same water service, or when a separate new water service is installed to serve the accessory dwelling unit.



# Request New Water Service

To request new water service:

1. Complete the Customer Work Request Application found on the ACWD website:  
<https://acwd.org/171/Customer-Work-Request-Application>
2. Submit the application and drawings, including site plan, to ACWD Engineering Department
3. An Engineering Technician will contact you regarding your project and provide a Deposit Letter with the estimated cost for ACWD crews to perform the work
4. Pay fees
5. District will schedule installation



The screenshot shows the ACWD (Alameda County Water District) website's 'Customer Work Request Application' page. The header features the ACWD logo, social media icons for Facebook, Twitter, and Instagram, a search bar, and navigation links for 'ABOUT US', 'SERVICES', 'CONNECT WITH US', and 'I WANT TO...'. The main content area is titled 'Customer Work Request Application' and includes a breadcrumb trail: 'Home > Services > Development Services > Customer Work Request Application'. The page is divided into three columns. The left column contains links to 'Customer Satisfaction Surveys - Dev. Services', 'Customer Work Request Application', 'Fire Flow Test Application (PDF)', 'Schedule of Development Fees & Charges (PDF)', and 'Standard Specifications & Drawings'. The middle column, under the heading 'About This Application', explains that the form is used to request new or modified water services and provides instructions on how to use it, including a link to 'water service turned on or off'. It also states that the form must be filled out completely and provides the contact information for the ACWD Engineering Department. The right column, under the heading 'CONTACT US', lists the 'Engineering and Technology Services' department, provides the physical address (43885 S Grimmer Boulevard, Fremont, CA 94538), phone (510-668-4499), fax (510-651-1760), and a link to the 'Directory'. A 'Documents' section at the bottom of the middle column lists three PDFs: 'Customer Work Request Application (PDF)', 'Work Request Application Instructions (PDF)', and 'Meter Size Verification Form for Meters Sized Larger than Two Inches (PDF)'.

ACWD  
ALAMEDA COUNTY WATER DISTRICT

ABOUT US SERVICES CONNECT WITH US I WANT TO...

Home > Services > Development Services > Customer Work Request Application

## Customer Work Request Application

### About This Application

Use the Customer Work Request Application to request new or modified water services, such as installation, upgrade, relocation or removal of meters, fire services, and other service devices and appurtenances. The application may also be used to request other work by ACWD including water main crossings and fire hydrant installations and relocations.

You do not need to use this form to have your existing [water service turned on or off](#).

Print, fill out, sign, and then fax, mail, or deliver this form to the ACWD Engineering Department at the address below. The form must be filled out completely in order for ACWD to process your request. If you have questions about your project or how to complete the form, please call the ACWD [Engineering Department](#) at (510) 668-4499.

Due to current extremely high levels of development activity, the typical time frame for processing customer job applications and field construction is currently estimated at 4-6 months from receipt of a completed application. Please plan accordingly. ACWD will continue to strive to meet your project schedule needs, and we appreciate your understanding.

### Documents

- [Customer Work Request Application \(PDF\)](#)
- [Work Request Application Instructions \(PDF\)](#)
- [Meter Size Verification Form for Meters Sized Larger than Two Inches \(PDF\)](#)

Customer Satisfaction Surveys - Dev. Services

Customer Work Request Application

Fire Flow Test Application (PDF)

Schedule of Development Fees & Charges (PDF)

Standard Specifications & Drawings

### CONTACT US

Engineering and Technology Services

**Physical Address**  
43885 S Grimmer Boulevard  
Fremont, CA 94538

Phone: 510-668-4499  
Fax: 510-651-1760

[Directory](#)

# Example Certificate of Fee Payment



Community Development Department  
39550 Liberty Street, P.O. Box 5006, Fremont, CA 94537-5006  
510 494-4460 ph | www.fremont.gov

## UTILITY CAPACITY FEES FOR ACCESSORY DWELLING UNITS

The Alameda County Water District provides water services and the Union Sanitary District is responsible for the collection and treatment of wastewater, including the permitting and inspection of sanitary sewers outside of the building, for the trities of Newark, Union City, and Fremont. Both agencies collect connection fees for new construction such as a new house or an accessory dwelling unit. The City of Fremont requires completion of the form certifying payment of these connection fees prior to the issuance of building permits for your accessory dwelling unit. Below you will find information on how to pay these connection fees. Please take the form to both the Union Sanitary District and Alameda County Water District offices listed below when you pay your fees so the agencies may complete the form found on the reverse.



According to Alameda County Water District (ACWD) Resolution No. 19-016, an accessory dwelling unit constructed along with a new single family residential unit on the same lot served from the same water service, or when a separate new water service is installed to serve the accessory dwelling unit is subject to one-time capacity (connection) fees. The fee amount is listed on ACWD's Schedule of Development Charges and Fees on the "Development Services" page of the ACWD website at: [www.acwd.org](http://www.acwd.org)

Capacity fees will not be assessed to the accessory dwelling unit when the unit is constructed on the same lot as an existing primary single-family residential unit, and the accessory dwelling unit will be served off the existing water service.

If you have questions about these fees, or for information about the ACWD and our development services, please visit our website at [www.acwd.org](http://www.acwd.org) or contact the ACWD Engineering Department at (510) 668-4499.

If your accessory dwelling unit requires a new public water service or modifications to the existing public water service to the property, you will need to complete and submit a "Customer Work Request Application," which is found on the ACWD website. Please contact the ACWD Engineering Department if you have any questions about water service to your property.

To pay these capacity fees, please visit the ACWD Engineering Department office at:

43885 South Grimmer Boulevard  
Fremont, CA 94538



According to Union Sanitary District Ordinance Nos. 31 and 35, a unit is subject to a one-time capacity (connection) fee and an annual sanitary sewer service charge (SSC) fee. The capacity fee pays for the sewage capacity in the District's pipe collection system and treatment plant. The SSC fee is the cost of collecting and treating the wastewater. These fee amounts are listed within the current Union Sanitary District Ordinance Nos. 31 and 35, found on the Union Sanitary District website at:

[www.unionsanitary.com/usdforms\\_ordinances.htm](http://www.unionsanitary.com/usdforms_ordinances.htm)

Capacity fees are due at the time of construction and the SSC fee is annually collected on the County's property tax bill. If sanitary sewer work will be performed outside of the building for this accessory unit, a sanitary sewer construction permit needs to be issued. Sanitary sewer construction permit fees consist of a permit fee, inspection fee, and a refundable deposit.

To pay the capacity fee, or if you have questions about any of the fees, please contact USD at (510) 477-7500.

For information about the Union Sanitary District and our ordinances, you can find us on the internet at [www.unionsanitary.ca.gov](http://www.unionsanitary.ca.gov) or at our office at:

5072 Benson Road  
Union City, CA 94587

## CERTIFICATE OF FEE PAYMENT

### COMPLETED BY THE OWNER/DEVELOPER

Property Owner Name:	Date:
Address of Owner:	
Email:	
Phone:	
Project Address or APN number(s):	

### COMPLETED BY ALAMEDA COUNTY WATER DISTRICT

Capacity Fees for Accessory Dwelling Unit (ADU), effective May 1, 2022 thru April 30, 2023			
Facilities Connection Charge (FCC) Amount* for Qualifying Accessory Unit**			
	<input type="checkbox"/> ADU served by same water service line as new home**	<input type="checkbox"/> ADU served by a new, separate water service line**	<input type="checkbox"/> ADU served by existing or remodeled home water service line
Incremental Cost Portion:	\$4,578.00	\$5,451.00	\$0.00
Equity Buy-in Portion:	\$2,547.00	\$3,105.00	\$0.00
Comprehensive FCC:	\$7,125.00	\$8,556.00	\$0.00
Receipt No.	ACWD Stamp		
Authorized By:			
Date:			

\* Fee amounts change periodically; please contact Alameda County Water District Engineering Department to verify current fee amounts.

\*\* Capacity fees will be assessed to new accessory dwelling units, constructed along with a new single-family residential unit on the same lot served from the same water service, or when a separate new water service is installed to serve the accessory dwelling unit.

### COMPLETED BY UNION SANITARY DISTRICT

The Capacity Fee for an Accessory Dwelling Unit*, Effective August 1, 2021 thru July 31, 2022	
One-time Capacity Fee: \$4.72/SF of ADU	X SF = \$
An annual Sewer Service Charge** of \$432.63 will be included on your property tax bill for FY 2022	
Receipt No.	USD Stamp
Authorized By:	
Date:	

\* Applies to detached ADUs or ADUs that expand a primary residence in excess of 150 square feet. No Capacity Fee shall be levied on ADUs within the living area of an existing single-family home or ADUs that do not expand the existing residential structure by more than 150 square feet.

\*\* Sewer Service Charge will increase to \$467.24 on July 1, 2022. Please contact USD at (510) 477-7500 or email us at [Permits@UnionSanitary.ca.gov](mailto:Permits@UnionSanitary.ca.gov) if any questions.

Form can be obtained from the City having jurisdiction, USD or ACWD



[www.acwd.org](http://www.acwd.org)

@AlamedaCountyWD

# ACWD Drought Resources

- Drought Info Center:  
[acwd.org/drought](http://acwd.org/drought)
- Customer Support
  - [Water.cons@acwd.com](mailto:Water.cons@acwd.com)
  - X4218
- Water Use Efficiency Rebate Programs

Visit [acwd.org/rebates](http://acwd.org/rebates)  
for more information.





# Questions

For more information on service to ADUs and to speak with a Development Services Technician, please contact ACWD's Engineering Department at (510) 668-4499.

[www.acwd.org](http://www.acwd.org)



@AlamedaCountyWD

