



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

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](#)