



CHECKLIST FOR OBTAINING A WATER SERVICE CONNECTION

The following items must be completed and submitted to the Coastside County Water District before your project will be reviewed. If you have any questions, please call (650) 726-4405.

- Grant Deed**
- 3-Page Transfer Agreement**
- 1 Set of Approved Building Plans**
- 1 Set of Approved Fire Sprinkler Plans**
- Application for Fire Service Installation**
- Fire Flow Requirement Letter from the HMB Fire Protection District**
- Water Demand Data Sheet (Fixture Unit Form)**
- Water Use Efficiency Checklist**

Once checklist is complete...

- The Coastside County Water District will review materials.
- A letter will be sent to either the City of Half Moon Bay or the County of San Mateo (depending on jurisdiction of property address) on the review of plans and whether water service capacity is adequate for the project.
- A cost estimate to install the water meter, meter check, and an plan review fee will be generated and mailed to you along with copies of letters to the City or County.
- It is then up to the customer to find a certified and experienced contractor (California Contractors "A" or "C34" License) to install the water connection and service lines. CCWD *must* inspect all work prior to backfilling the water connection and piping. (A list of contractors is available at the CCWD office).
- The cost estimate for the water meter, meter check, and inspection must be paid before CCWD will activate water service.