

**USER RECLAMATION PLAN FOR  
NON-RESIDENTIAL ON-SITE USE OF RECYCLED WATER**

Project Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

**PURPOSE OF USER RECLAMATION PLAN**

The purpose of the URP is to document the use of recycled water for \_\_\_\_\_(project name), hereafter referred to as the “User,” located at \_\_\_\_\_(address).

Recycled water will be utilized only for landscape irrigation. The recycled water use does not involve the conversion of an existing potable water landscape irrigation system to recycled water. The User will be provided with recycled water, treated at the El Dorado Hills and Deer Creek Wastewater Treatment Plants, hereafter referred to as the “WWTPs”, from the El Dorado Irrigation District, hereafter referred to as “the District” The District has adopted Regulation 31 for the regulation and use of recycled water. The User will comply with the requirements of the Regulation and any other Policies in force at the time.

**SOURCES OF RECYCLED WATER SUPPLY**

The source of the recycled water supply is from the WWTPs, which is designed and operated in compliance with the reclamation water requirements specified in Section 60313(b) of the Water Reclamation Criteria, Title 22 of the California Code of Regulations.

The potable water supply to the User’s facility is provided by the District’s public water system .

**DESCRIPTION OF FACILITIES**

A location map of the Users facility is provided with this URP. The facility will receive potable and recycled water as described below:

Potable Water Connection:

Location:	
Meter Size:	
Description:	
Other Information:	

Recycled Water Connection:

Location:	
Meter Size:	
Description:	
Type of Use:	

**SIGNAGE REQUIREMENTS**

Signs advising employees and the public of recycled water use will be posted at conspicuous locations within the site. These locations shall be approved by the District for location and type.

**BACKFLOW PROTECTION AT SERVICE CONNECTIONS**

An appropriate backflow prevention assembly is required at the potable water meter connection only. To ensure proper operation, the backflow prevention assemblies will be tested and certified, initially, by the District; and, subsequently tested annually according to the District’s Rules and Regulations. Results of these tests will be submitted to the User and kept on file at EID.

**CROSS-CONNECTION CONTROL**

Prior to final connection and operation of the recycled water system, a cross-connection inspection and test will be performed in accordance with the District’s design and construction standards.

**DUTIES AND RESPONSIBILITIES OF THE ON-SITE RECYCLED WATER SUPERVISOR**

The User has direct control of the recycled water facilities within their property. An On-Site Supervisor must be designated and will be responsible for the operation, maintenance, and monitoring of the on-site recycled water system. This person shall be responsible for the safe and efficient use of recycled water by all involved personnel at the user’s site. The District must be notified of the person appointed for this position. This person shall be available to the District with regards to the operation and maintenance of the user’s recycled water system. The user is responsible for notifying the purveyor immediately of any change in this position.

The name and telephone number(s) of the On-Site Supervisor is included in the attached User Reclamation Plan Information. The On-Site Supervisor shall be available during normal working hours, or off-hours (in case of an emergency), to assist District representatives in performing cross-connection control tests in cases of emergencies.

The District will provide training in the appropriate use and handling of recycled water as described in the Non-Residential On-Site Users Manual.

The site supervisor must:

1. Be knowledgeable of what recycled water is and how it is produced;
2. Be knowledgeable of best management practices, specific equipment and principles relating to the intended use of recycled water;
3. Be responsible for keeping the equipment and facilities properly maintained;
4. Be the 24-hour contact person responsible for the safe and efficient use of recycled water at the use site;
5. Educate all maintenance personnel on a continuous basis on the presence and use of recycled water;
6. Be responsible for maintaining up-to-date appropriate records of all on-site recycled and potable water systems. Requirements are site specific and are intended to document major changes made to on-site facilities;
7. Be responsible for keeping the District informed of all failures, emergencies, and proposed changes that occur involving the recycled or potable water systems, and have a current copy of appropriate recycled water documents available and readily accessible;
8. Be familiar with the District's cross-connection control testing requirements; and
9. Be knowledgeable of the District's rules and regulations regarding recycled water use.

#### EMERGENCY RESPONSE PLAN FOR CROSS-CONNECTIONS OF POTABLE WATER AND RECYCLED WATER SYSTEMS

In the event that a cross-connection or other problem is detected or suspected during a cross-connection control test or a backflow incident occurs, or at any other time, both the recycled and potable on-site service supplies must be shut down immediately and the District notified.

#### REFERENCES

- Recycled Water Design and Construction Standards
- Recycled Water User Manual
- Rules and Regulations Governing the Distribution and Use of Water/Wastewater and Recycled Water
- Cross-connection Policy
- [www.eid.org](http://www.eid.org) for latest updates

USER RECLAMATION PLAN INFORMATION

Customer Name: \_\_\_\_\_

Relationship to Property: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Fax Number: \_\_\_\_\_

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

Project/Site Name: \_\_\_\_\_

Assessors Parcel Number(s): \_\_\_\_\_

Project/Site Address: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

On-Site Recycled Water Supervisor: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Address: \_\_\_\_\_

24-hour Contact Name: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Total Irrigated Acreage: \_\_\_\_\_

Estimated Total Annual Usage (ac- ft): \_\_\_\_\_

Estimated Peak Month Usage (ac-ft): \_\_\_\_\_

Soil Type: \_\_\_\_\_

Infiltration Rate: \_\_\_\_\_

Site Uses of Recycled Water: \_\_\_\_\_

Special Conditions/Comments \_\_\_\_\_