

# Recycled Water Fill Station Program

*Sunnyvale Environmental Services Department*

Sunnyvale's Recycled Water Fill Station Program supplies clean, safe, tertiary-treated recycled water from the Sunnyvale Water Pollution Control Plant. All recycled water produced in Sunnyvale undergoes a rigorous treatment process to ensure it meets the protective standards set by the California Department of Public Health and qualifies for unrestricted uses.

## **General Program Requirements**

- 1** Customers interested in using recycled water for construction and other non-potable uses approved by the City must first apply for a *Recycled Water Fill Station Use Permit*. There is no application fee, but recycled water will be charged at current [Utility Service Rates](#). Customers will receive quarterly invoices for the amount of recycled water obtained from the fill station.
- 2** Customers can obtain the appropriate application for their desired use by using one of the following three options:
  - Download the form titled *Recycled Water Fill Station Use Permit* from <https://sunnyvale.ca.gov/property/water/recycled/fillstation.htm>.
  - Contact the Recycled Water Fill Station Program team at [green@sunnyvale.ca.gov](mailto:green@sunnyvale.ca.gov) or 408-730-7260 and request an application form be emailed or mailed to you.
  - Pick-up in person, at the Sunnyvale Water Pollution Control Plant, located at 1444 Borregas Ave., Sunnyvale, CA 94088.
- 3** Application forms must be completed and returned with copies of valid registration (a copy for each vehicle must be attached to permit application), driver's license, and proof of insurance attached (photocopies, PDFs, and scanned documents acceptable). Allow 7 to 10 business days for the application to be processed. Options for submitting completed applications include:
  - Email to [green@sunnyvale.ca.gov](mailto:green@sunnyvale.ca.gov).
  - Deliver in person to the Sunnyvale Water Pollution Control Plant, located at 1444 Borregas Ave., Sunnyvale, CA 94088.
  - Mail to City of Sunnyvale, Recycled Water Fill Station Program, 1444 Borregas Ave., Sunnyvale, CA 94088-3707.
- 4** Before vehicles can be filled for the first time, all vehicle owners and/or drivers are required to attend a brief on-site training in order to learn about using the filling station and the proper handling and use of recycled water. In addition, each vehicle to be filled must pass a City inspection to ensure that it is fitted with the proper backflow prevention equipment. Tank trucks must be equipped with an air gap. The City will coordinate the training and vehicle inspection once the application packet has been deemed complete. Typically, this will occur on the same day at the Water Pollution Control Plant. The Site Supervisor Training provided by the City to its customers may

not be substituted for the on-site fill station training.

- 5 Once the customer completes the on-site training and a Sunnyvale inspector verifies the required air gap, Sunnyvale will issue a signed *Recycled Water Fill Station Use Permit* along with recycled water labels to affix to the customer's vehicle (both sides and rear). Sunnyvale provides the first set of signs at no charge; the customer will have to pay for any replacement signs.
- 6 The *Recycled Water Fill Station Use Permit* must be available for inspection in the vehicle(s) and at the job site where the recycled water is applied at all times. The customer must present a copy of their permit and identification during the check-in process at the Water Pollution Control Plant in order to proceed with filling their vehicle with recycled water.
- 7 Sunnyvale's recycled water may only be used within City limits.
- 8 Customers must provide their own 2 hose to connect to the recycled water hydrant. The hydrants are equipped with a 2½" NH/NST male threaded fitting for fill connection.
- 9 Typical vehicle and recycled water system details can be found in the *City of Sunnyvale Standard Details and Standard Specifications RW Series* and attached to this document.

### ***Sunnyvale Water Pollution Control Plant Requirements***

- 1 Recycled water is offered at the Sunnyvale Water Pollution Control Plant, located at 1444 Borregas Ave., CA 90488.
- 2 Recycled water is offered to customers M-F, from 7 a.m. – 4 p.m. The fill station's hydrant valves are locked when not in use. If customers wish to use the fill station outside of these hours, contact the Recycled Water Fill Station Program at [green@sunnyvale.ca.gov](mailto:green@sunnyvale.ca.gov) or 408-730-7260. Exceptions may be granted under special circumstances at the City's discretion.
- 3 Prior to each filling operation, the customer is required to check-in at the Administrative Office and sign-in for every load taken. Customers must be able to present a valid *Recycled Water Fill Station Use Permit* and valid driver's license to City staff at the time they sign-in. City staff will also ensure that the vehicle has passed a City inspection and is approved for use.
- 4 If the driver was not included on the original permit application, the customer will need to submit a *Request for Additional Driver and Vehicle* form to have the driver added to their permit. The driver will then have to attend an on-site training. Similarly, if the vehicle brought to the fill station location was not included on the original permit application the customer will need to submit the *Request for Additional Driver and Vehicle* form and pass a vehicle inspection. The City will make every effort to accommodate the addition of new drivers and/or vehicles as soon as possible after receiving the form.
- 5 At the time of filling, vehicles must have appropriately-placed recycled water signage to signify that they have been inspected and the air gap approved. If the vehicle does not have adequate signage, the Operator will not proceed with the fill process.

- 6 Once approved, an Operator from the Water Pollution Control Plant will assist the customer in filling their tank and collect totalizer readings from before and after the filling sequence.
- 7 NO IDLING. Turn off your vehicle's engine while filling or waiting at the filling station.
- 8 Do not block the road or the public parking spaces at the end of Carl Rd.
- 9 Do not leave any trash or debris in the filling station area.

### ***Recycled Water Handling and Use Requirements/Precautions***

- 1 Do not drink recycled water or use it for food preparation. Additionally, the driver must notify workers and/or the public when recycled water is used at a site and tell them that they are not to drink recycled water or use it for food preparation.
- 2 Recycled water customers should apply hand sanitizer or wash their hands with soap and potable water after working with recycled water and especially before eating or smoking.
- 3 Precautions should be taken to avoid food coming into contact with recycled water while the use site is still wet.
- 4 Vehicles should be equipped with an adequate first aid kit. Cuts or abrasions should be promptly washed, disinfected, and bandaged.
- 5 Trucked recycled water should be used soon after it is picked up. Sunnyvale's recycled water meets state public health requirements immediately after treatment. If a customer stores recycled water at the use site, Sunnyvale does not guarantee the quality of the recycled water over time.
- 6 Recycled water shall not be allowed to spray onto external drinking water fountains.
- 7 Recycled water shall not be applied where it could contact or enter passing vehicles, buildings, areas where food is handled or eaten, or storm drains.
- 8 Recycled water customers shall take adequate measures to prevent overspray, ponding, or run off of recycled water from the authorized recycled water use area.
- 9 There shall be no irrigation or impoundment of recycled water within a minimum of 50-feet of any domestic (drinking water) well.
- 10 Vehicles used for transportation and distribution of recycled water must have water-tight valves and fittings, must not leak, and tanks must be cleaned of contaminants prior to use. A vehicle or tank that has contained material from a septic tank or cesspool shall not be used to convey recycled water.
- 11 Recycled water must not be introduced into any permanent piping system and no connection shall be made between the tank and any part of a potable water system.
- 12 Tank trucks used to transport recycled water should not be used to carry potable water unless a thorough cleaning and disinfection process has been completed.