



Water Well Submittal Checklist

Atherton Municipal Code 8.32

Town of Atherton
Building Department
80 Fair Oaks Ln
Atherton, California 94027
Phone: (650) 752-0560

Please submit the following to the [building eplan submittal portal](#):

_____ [Building Permit Application](#)

_____ Prior to permit issuance the contractor will need to obtain a Town of Atherton [Business License](#) (The permit can only be taken by C-57 Contractor)

_____ A complete set of plans that indicate the following:

- Minimum setbacks:
 - From another well -50 feet
 - From a sewer line or lateral - 50 feet
 - From a side or back yard property line not bounded by a street-10 feet
 - From a street bounded property line - 25 feet
 - From an exterior building formation - 5 feet
- Show any wells within 300 feet of the well on neighboring properties
- Location and setbacks to all structures
- Street address, owner, and plan preparers name and wet signature/stamp if applicable.

_____ [Tree Protection Plan](#) which normally also includes the haul road/path to ensure no root damage will occur on protected trees. (Required tree protection must be installed and inspected by the City Arborist prior to permit issuance)

- Location, size and species of all heritage sized trees on the property (48" circumference (diameter of more than 15 inches) @ 48" above grade. Location and details of tree protection, if required.
- Trenches shall be outside of drip lines of existing trees in order to minimize negative impacts. Contact the Town Arborist at (650) 752-0526 with any concerns or questions"
- Construction Operation and Parking Plan

_____ Show the following on the plan; the required water meter, a 1" minimum access pipe with holes every foot extending to from the pump to the surface and a minimum 6" reinforced slab extending 2' from and sloped away from the well casing.

_____ Provide an electrical plan (circuit, panel size and locations) and a plumbing/piping distribution plan showing what the well is serving.

_____ Provide a plumbing plan that includes both the type and location of the backflow preventer required by the Water Purveyor (usually located at the site water meter) that isolates the site. The plan also needs to show the type and location of the backflow preventer where the irrigation line connects with the site domestic water line.

_____ Note on the Plans: "Prior to final inspection provide a copy of the approval for the installation of a backflow preventer for the property by California Water Service or San Mateo County."

_____ Note on the plans: "Prior to final inspection provide a copy of the report that the water meets the San Mateo county drinking water standards with respect to potable water. (Applies to irrigation wells if the well serves waterscapes like fountains, pools, spas etc)"

_____ Note on the Plans: "Prior to final inspection a copy of well log and pump test shall be submitted as required by A.M.C. 8.32"

_____ Copy of the well permit from San Mateo County.

_____ Copy of the Cal. Water letter or other documentation from the District verifying the installation of the required backflow device at the site water meter.