



revised 6/2026

CITY OF ARCADIA
WATER METER CLEARANCE APPLICATION

*Project Address: _____

No. of Units: _____

Plan Check No.: _____

Owner Name: _____

Contact Name: _____

Mailing Address: _____

Phone No.: _____

City: _____

State: _____

Zip Code: _____

E-mail Address: _____

FIXTURE UNIT CALCULATION

FIXTURES	PRIVATE	PUBLIC	EXISTING	NEW	TOTAL
Bar Sink			_____	_____	_____
Bathtub or Combination Bath/Shower			_____	_____	_____
Bidet			_____	_____	_____
Clothes washer, domestic			_____	_____	_____
Dental Unit, Cuspidor			_____	_____	_____
Dishwasher, domestic			_____	_____	_____
Drinking fountain or Watercooler			_____	_____	_____
Hose Bibb			_____	_____	_____
Hose Bibb, each additional			_____	_____	_____
Kitchen Sink, domestic			_____	_____	_____
Laundry Sink			_____	_____	_____
Lavatory			_____	_____	_____
Lawn Sprinkler, # of zones _____ # of each head _____			_____	_____	_____
Service Sink or Mop Basin			_____	_____	_____
Shower			_____	_____	_____
Urinal, 1.0 GPF			_____	_____	_____
Urinal, greater than 1.0 GPF			_____	_____	_____
Urinal, flush tank			_____	_____	_____
Wash fountain, circular spray			_____	_____	_____
Wash-up Sink, each set of faucets			_____	_____	_____
Water Closet, 1.6 GPF Gravity Tank			_____	_____	_____
Water Closet, 1.6 GPF Flushometer Tank			_____	_____	_____
Water Closet, 1.6 GPF Flushometer Valve			_____	_____	_____
Water Closet, 3.5 GPF Gravity Tank			_____	_____	_____
Water Closet, 3.5 GPF Flushometer Valve			_____	_____	_____
Whirlpool Bath			_____	_____	_____
				Total	_____

Type of Building (Check One):

☐ Residential

☐ Commercial

☐ Industrial

☐ Medical

Garage Type (Check One):

☐ Attached

☐ Detached

☐ Underground

Type of Construction (Check All Applicable):

☐ New

☐ Remodel

☐ Addition

☐ ADU

☐ JADU

Water Meter Application Use (Check One):

☐ Shared (all Units within Property)

☐ Separate

Total Square Footage:

New _____ Existing _____ Total _____

Fire Sprinkler Requirements:

☐ 13D

☐ 13R

☐ NFPA 13*

Size: _____

*For industrial and commercial services only.

☐ Yes require fire sprinklers

☐ No fire sprinklers required

FIRE SERVICE

WATER SECTION USE ONLY

*Former Service Address: _____

TOTAL DOMESTIC DEMAND = _____

☐ Detached Single Family Unit (13D)

TOTAL FIRE DEMAND = _____

☐ Attached Condo Complex (13R or NFPA 13)

TOTAL WATER DEMAND = _____

Existing lateral size: _____ Existing meter size: _____

Required lateral size: _____ Required meter size: _____

Cost: _____

Estimate by: _____ Date: _____

H2O Page= _____ Short= _____ Hydrant= _____ Parkway width= _____

Size Main= _____ Long= _____ PSI= _____ Distance= _____

Note: Existing water meter/service may be required to be upgraded based on the Water Meter Clearance Application

CITY OF ARCADIA
PUBLIC WORKS SERVICES DEPARTMENT

**WATER SERVICE
INSTALLATION GUIDELINES**

Below is a list of steps that need to be completed in order by the Developer/Owner/Builder/Representative for the installation of a new water service:

1. Complete a Water Meter Clearance Application for each unit if the development is equal to or less than five individual units. Complete a Water Meter Clearance Application for a common domestic water service if the development is more than five units. If the new water service includes a fire sprinkler system, approved fire sprinkler plans (including fire demand and the meter size required) must be included with the application.
2. City of Arcadia Public Works Services Department must determine proper size for the water service and meter prior to issuing an estimate letter, (by mail, fax or pick up) for all permit fees. Please note that quote is valid up to 365 calendar days from the date of the application. After expiration, you will need to reapply.
3. Make an appointment with Public Works Services Inspector, Mark Ornelas, at (626)254-2725 to spot the meter location and answer any questions pertaining to the job site.
4. Hire a general contractor with the proper licensing (Class A or C34) to perform the work. Have a copy of contractor's Arcadia Business License, State License and Certificate of Insurance naming the City of Arcadia, Public Works Services Department as additional insured.
5. Pay the City of Arcadia fees based on the estimate. Have contractor pick up all permits, and standard specifications, at least 24 hours in advance of scheduled work being performed.
6. Notify Underground Alert at least 48 hours in advance of scheduled work being performed. Notify the City of Arcadia at least 48 hours in advance of scheduled work being performed to setup inspection at (626)254-2725.
7. During service installation, an inspector from the Public Works Services Department will need to be present as required for the inspections.
8. If the existing service is adequate to meet the domestic and fire demand, the existing service must be in compliance with the current Water Standard Specification.
9. After Final Inspection, Permit must be signed off and complete. All deposits less accumulated costs to the City of Arcadia will be returned to the developer.