

UTILITY REQUIREMENTS FOR NEW AND REDEVELOPMENT PROJECTS

Public Works
701 Laurel St., Menlo Park, CA 94025
tel 650-330-6740



Utility distribution facilities

The project shall comply with all requirements of the utility companies. Utility distribution facilities, including but not limited to electric, communications, cable television and street lighting, installed in and for the purpose of supplying service to any standard subdivision, shall be required to be placed underground.

The City's General Plan (policy LU-2.6) and El Camino Real/Downtown Specific Plan (E.3.7.07) require undergrounding of overhead utilities and communication lines.

Projects within the R-MU, LS, and O zoning districts are required to place overhead electric utilities and communication lines underground in accordance with Municipal Code Chapters 16.43, 16.44, and 16.45.

On February 25, 2020, the City Council established utilities underground districts at:

1. Alma Street across from Burgess Park
2. Downtown Parking Plazas 7 and 8 and Menlo Avenue
3. Middlefield Road from Ravenswood Avenue to southern city limits

Projects are required to underground overhead utilities within the established districts. The Menlo Park Fire District may also require undergrounding due to access requirements.

Staff will provide comments regarding overhead undergrounding requirements as part of the first review comments.

Sanitary sewer system

Please contact West Bay Sanitary District at westbaysanitary.org or call 650-321-0384 for permits for new laterals, requirements for cleanouts and other questions.

Water system

Determine your water provider at menlopark.org/water

- Scroll down to find your water provider
- Click on the interactive map
- Enter your address and select the search icon

If the water provider is Menlo Park Municipal Water and a new or larger water service connection to the City's main is required, the owner or contractor shall submit an application at menlopark.org/waterconnection and plans to the Engineering Division.

The cost for the new meter and service will be determined after review of the application and plans. The fee will include:

- The cost of the construction work.
- An additional 25 percent of the cost of construction for engineering plan review and inspection by the City's certified water distribution operator.
- A capital facilities charge based on the meter size or type. See Page 3 of the City's Master Fee Schedule to determine the capital facilities charge.

A double-check backflow prevention device will be required at the meter if the home will have fire sprinklers. Installation shall conform to City Standard Details WA-20 and WA-23. A cover for the device per WA-21 is recommended to prevent theft, but is not required.

For further information contact the Water Maintenance Division at 650-330-6780.