



RAIN HARVESTING REBATE INSTALLATION CHECKLIST

This installer’s checklist is to ensure the project meets all the requirements of the City of Santa Monica’s Rain Harvesting rebate program. Once your project is complete, the installer will fill out the checklist, sign it and email all pages to Savewater@smgov.net. Once a completed checklist has been received by the City, the project applicant will be contacted to schedule a final post-inspection. Please call (310) 458-8972 if you have any questions.

Oct 2018

Project Installer Information

Rebate Project Address	Date
Installer/Contractor Name/Homeowner DIY	Company Name (if applicable)
Daytime Phone Number:	Email:
Santa Monica Business License #:	C-27 License # (optional):

The following photos (at least 1 per category) must be submitted with this checklist:

- Roof area used for capture of rainwater (use Google Earth or Maps to pull photo)
- Rainwater gutter system for roof area used for the project
- Area project will be installed (i.e. view of yard for rain garden, location of rain barrel install, etc.)
- If applicable, second project area (example, if doing more than one rain garden, rock garden, etc.)

Rain Harvesting Component Requirements																				
(Watershed components MUST not be installed in the parkway)	✓	✓																		
<i>Design and sizing requirements for dry riverbeds, rain gardens and rock gardens can be found in the Rain Harvest Guidelines.</i>	✓	✓																		
Dry Riverbed																				
MUST have rain gutter downspout emptying into the high point of the dry riverbed with a 2 to 10% slope away from the building.																				
Down slope of the dry riverbed MUST be away from house (foundation, window wells, and basement wells).																				
Complete table. Insert roof area (sqft), and based on the chosen depth of your dry riverbed (gravel can be used for fill under the visible rock layer) the minimum required surface area to meet the storage requirements.																				
<table border="1" style="width: 100%; border-collapse: collapse; margin-left: 20px;"> <thead> <tr> <th style="width: 25%;">Roof Area (Sqft)</th> <th style="width: 25%;">Depth of Dry Riverbed (ft)</th> <th style="width: 50%;">Required Dry Riverbed Surface Area (Sqft)</th> </tr> </thead> <tbody> <tr><td> </td><td style="text-align: center;">1</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">1.5</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">2</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">2.5</td><td> </td></tr> <tr><td> </td><td style="text-align: center;">3</td><td> </td></tr> </tbody> </table>	Roof Area (Sqft)	Depth of Dry Riverbed (ft)	Required Dry Riverbed Surface Area (Sqft)		1			1.5			2			2.5			3			
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The dry riverbed MUST be at least 3 feet from fences, driveways and all walkways.																				
The dry riverbed MUST be at least 3 feet from underground utilities.																				
The dry riverbed is NOT within the drip line of any existing trees.																				
A permeable landscape cloth or fabric was installed.																				
Rock Garden																				
MUST have rain gutter downspout emptying into the high point of the rock garden with a 2 to 10% slope away from the building.																				
Down slope of the rock garden MUST be away from house (foundation, window wells, and basement wells).																				
Complete table. Insert roof area (sqft), and based on the chosen depth of your rock garden (gravel can be used for fill under the visible rock layer) the minimum required surface area to meet the storage requirements.																				
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The rock garden MUST be at least 3 feet from fences, driveways and all walkways.																				
The rock garden MUST be at least 3 feet from underground utilities.																				
The rock garden is NOT within the drip line of any existing trees.																				
The rock garden must be filled with rock that is at least 1-inch diameter.																				
The rock garden must have a minimum depth of one foot and must have a flat, level bottom.																				
A permeable landscape cloth or fabric was installed.																				
Rain Garden																				
MUST have rain gutter downspout emptying into the high point of the rain garden with a 2 to 10% slope away from the building.																				
Down slope of the rain garden MUST be away from house (foundation, window wells, and basement wells).																				
Complete table. Insert roof area (sqft), and based on the chosen depth of your rain garden, fill in the minimum required surface area to meet the storage requirements.																				
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<i>(Soil media surface area depth is not total depth. Add 0.5 ft, the ponding depth, to calculate total depth.)</i>																				



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MUST be at least 3 feet from fences, driveways and all walkways.		
Is constructed with a compact, earthen berm around the perimeter.		
Contains at least 2 cubic feet of gravel at the inlet for erosion control.		
Must be planted with appropriate plants for a rain garden.		
Must be constructed with a flat, level bottom.		
Plastic weed barrier or filter fabric was not installed.		
MUST be at least 3 feet from underground utilities.		
The rain garden is NOT within the drip line of any existing trees.		
Rain Barrels and/or Cisterns		
The rain barrel and/or cistern must be connected to at least one downspout or rain chain.		
The rain barrel and/or cistern must not block or restrict access to doors, walkways, or pathways.		
The rain barrel and/or cistern must be elevated at least 6 inches above the ground (for above ground systems only) on a level and solid foundation, such as a concrete pad, pavers, or blocks to provide stability and increase water pressure.		
The rain barrel and/or cistern must have a cover and pretreatment to prevent mosquitos, rodents, and debris from entering.		
If the height of the barrel/cistern is two times greater than the width, the rain barrel and/or cistern must be strapped to your home or building for earthquake and personal safety.		
The rain barrel and/or cistern must be equipped with an overflow pipe or tube near the top of the rainwater storage system, which is at least 1 to 3 inches in diameter and directs overflow safely away from the foundation of adjacent structures.		
The rain barrel and/or cistern must be equipped with a spigot near the bottom of the rain barrel or cistern, or must utilize a pumping system. Cisterns that are connected to a pressurized irrigation system require a single-trade plumbing permit from the Building and Safety Division located at City Hall (310-458-8504).		
Downspout Redirect Device	✓	✓
<p>The installed downspout redirect device must meet the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Device MUST be connected to the rain downspout. <input type="checkbox"/> Rainwater MUST be redirected into a landscaped or permeable area and slopes away from the building. <input type="checkbox"/> The downspout redirect MUST be disconnected 4-6 inches from the surface of the ground and a flex elbow used to extend the downspout directly into the landscape. <input type="checkbox"/> Downspout redirect must use erosion control such as a small bed of gravel or a splash pad at the end of the flex elbow to dissipate flow and prevent erosion. 		
Permeable Driveway Requirements	✓	✓
Must allow rainwater to pass through permeable material such that ponding does not occur in a light to moderate rainfall.		



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If using a proprietary product, followed manufacturer’s installation and maintenance requirements.		
The annual maintenance (a requirement) procedures are made available.		

By signing this Checklist form, you confirm the checked requirements have been completed to the City’s specification for the project stated on this form. Installer understands that if all the checklist requirements are not met, the project may be denied, and a rebate may not be given to the applicant of the project. If all checklist requirements are not met at the time of Post Inspection, an extension may be given and is at the sole discretion of the City staff.

Installer Signature _____ Date _____

FOR INTERNAL USE ONLY			
Date Received:	Processed by:	Approved (Y/N)	Date Approved