



Water Neutrality Submittal Steps for Formal Review

Please call 310-458-8972, x2 or email savewater@smgov.net with any questions.

See www.sustainable-sm.org/water for calculators and forms referenced below.

Submittal Steps

1. Calculate Annual Water Demand

- Obtain property's baseline water use by calling the City at 310-458-8972 ext. 2. If the Applicant Name is different than the utility account's Customer Name for the property, a release form is required for the City to provide the baseline water usage.
- Download the Water Neutrality Calculator (Excel file) that corresponds to your property type (i.e. Single Family, Multi-family, Commercial or Mixed Use).
- Open the Calculator file and enter all required data for your project into the Calculator.
- Verify that all Annual Water Demand components are calculated (Projected, Baseline, and New).
- If Projected Water Demand is less than or equal to the Baseline Water Demand, skip to Step 3.

2. Select New Water Demand Offset Option(s) (if applicable).

- If New Water Demand exists (i.e. Projected Water Demand is greater than Baseline Water Demand), go to the Calculator's "Offset Requirements" worksheet.
- Complete the information on this worksheet to select option(s) on how you intend to offset the New Water Demand for your project.

3. Water Neutrality Calculator Printout and Upload

- Printout must contain all worksheets "(Inputs" and "Offset Requirements") for your project.
- Upload the completed Water Neutrality Calculator printout into the Supporting Docs file in your ProjectDox account.