



WATER FIXTURE COUNT SHEET & OUTDOOR WATER USE DATA ONE PAGE HELPER SHEET



HOW TO COMPLETE A CITY OF ASPEN WATER DEPARTMENT ECU CALCULATOR

ASPEN ECU CALCULATOR LOCATED AT: <https://aspen.gov/1502/Utilities-Permitting>

GENERAL INSTRUCTIONS:

- ◆ All cells highlighted in **GREEN** must be completed by the Applicant/Owner on both Worksheets existing in either the Residential ECU Calculator Workbook or the Commercial ECU Calculator Workbook based on zoning of parcel.
- ◆ First Worksheet in the Workbook file is called ECU Calculator. The top portion of this sheet requires all General Project, Parcel, Owner, and Water Tap Size and Type to be completed in lieu of City requiring a sub permit for this Permit submittal.
- ◆ Complete the **GREEN** highlighted cells in the "Existing Fixture Count" column, as well as the "Proposed Fixture Count" column.
- ◆ **A Final Inspection will be conducted on site prior to the Issuance of a Certificate of Occupancy and may result in project delays and additional fees if "Final Fixture Count" at inspection does not match "Proposed Fixture Count."**

EXISTING WATER FIXTURES:

- ◆ Owner or Owner's representative must walk subject parcel and count all water fixtures, both inside and outside.
- ◆ The total of each type of water fixture is then added to the **GREEN** cells in the column titled, "Existing Fixture Count."
- ◆ Outdoor water use, including hot tubs, pools, irrigation, and existing water features **ARE** to be filled out in the "Existing Fixture Count" column under the yellow highlight row.

PROPOSED WATER FIXTURES:

- ◆ Using the Architectural Plans submitted with this ECU calculator, count the number of indoor water fixture and put water fixture category totals in the **GREEN** cells in the column titled, "Proposed Fixture Count." Note that the Proposed column should include existing water fixtures unless it is planned to remove certain water fixtures as part of the submitted City Permit.
- ◆ **DO NOT ENTER** any proposed outdoor water use data below the YELLOW LINE in the Proposed Fixture Count" column. That information will be entered on the "Outdoor Water Budget Worksheet" and auto populate the Outdoor Water Use information on the ECU Calculator.◆

OUTDOOR WATER USE DATA:

- ◆ The second Worksheet in the ECU Calculator excel file is titled, "Outdoor Water Budget Worksheet."
- ◆ The **Outdoor Water Budget Worksheet must be completed** as part of the City Permit Application process.
- ◆ Information entered on the Outdoor Water Budget Worksheet will autopopulate the ECU Calculator Worksheet in the Proposed Water Fixture Count column.
- ◆ Fill in the **GREEN** sections of the Outdoor Water Budget. Some columns have drop down menus to assist in filling out the cells.
- ◆ If WELS review is required, insert the Hydrozone Water Budget Calculation table on the Irrigation Design Plan.

SUBMITTAL AND PERMIT PROCESS OVERVIEW:

- ◆ The City of Aspen Permit Review group that reviews the ECU Calculator information and assesses the Utility Investment Charge, also known as the Tap Fee, is housed in the Engineering Department. Their contact information is shown below.

**IF QUESTIONS, PLEASE CONTACT ENGINEERING WATER REVIEW STAFF AT 970.925.5080
OR EMAIL: engineeringwater@aspen.gov. Thank You.**