

 <b>Building Division</b>	<b>WHOLE HOUSE GAS TEST</b> City of Palo Alto (CPA) Building Inspection Division 285 Hamilton Ave. Inspection Request: 650 329-2496  <b>IVR# 222</b>	Revision Date: 07/20/11 General Requirements/Checklist for: <b>Residential</b> Codes Enforced: 2010 CPC, CMC, CRC, CBC, Palo Alto Municipal Code (PAMC)
	The information provided in this document is general and intended as a guide only. Each project is unique and additional requirements may be enforced as deemed appropriate.	

**WARNING**

- Failure to complete items below prior to inspection may result in a re-inspection fee.

**APPLICATION**

- A permit is required prior to work and gas test inspection. **NO EXCEPTIONS**
- A whole house gas test is required upon completion of the installation, alteration, or repair of any gas piping. *CPC 1204.1*
- **If gas meter is removed due to unsafe conditions, upgrading meter, upgrading service to house or for other reason a permit and whole house gas test inspection is required.**

**VOLUNTARY INSTALLATION OF EARTHQUAKE-ACTUATED GAS SHUTOFF VALVE**

- Voluntary installation requires a permit and CPA inspection.
- Valve shall be installed on the houseline side of the meter.
- Valve shall be listed by recognized testing agency. Provide installation instructions
- **Test pressure:** 10 PSI ON A 15 PSI GAGE FOR 15 MINUTES. *CPA Policy*
- **Note:** Owner is responsible for resetting the valve when valve is activated/ shut off by seismic or other event.

**NOT ALLOWED**

- Gas piping is not allowed under slab/structure except when properly vented. See "Under Slab/Structure Gas Piping" requirements. *CPC 1211.1.6*
- Metal underground gas piping shall not be used as a grounding conductor or electrode. Metal gas piping requires bonding above grade. *CPC 1211.14 (B)*
- Flexible pipe/Corrugated Stainless Steel Tubing (CSST) not allowed underground.

**METER RELEASE** if applicable

- If a meter release is required or if gas meter is being upgraded, see Gas Meter Release inspection checklist.
- **Tag:** Once gas test has passed and all requirements are met, CPA Inspector shall attach **gold sticker** to gas stub out. *CPC 1205.1, 1205.2, 1208.0*
- Inspector shall submit gas release tag to Utilities for meter installation.

**OTHER GAS PIPING CHECKLIST**

- See "Under Structure Gas Pipe", "Joint Trench" and "CSST Piping" checklist

**PRIOR TO CPA INSPECTION**

- **IMPORTANT:** Hire a qualified plumbing contractor to do the work.
- Turn off or cap all outlets before charging gas line with air including all shutoff valves connected to appliances.
- Prior to inspection the permit holder/contractor shall test the system for leaks.

**CPA INSPECTION**

- Gas meter identification:** where more than one gas meter, each separate gas meter shall be identified with a brass tag. *CPC 1209.6.5*
- The test gauge shall be located at the gas stub out location near the gas meter. The gas meter shall be disconnected so as not to pressurize the gas meter during the test. The gas stub out shall be configured to provide a service T or bypass per CPA utility standard drawings.
- Gas meter at curb box:** Gas test from meter through entire system.
- Test gauges** shall have a pressure range **not greater** than twice the test pressure applied *CPC 319*.
- Test pressure:** 10 PSI ON A 15 PSI GAGE FOR 15 MINUTES. *CPA Policy, CPC 1214.3.1,2,3*
- Verify that size of meter is large enough for the demand. Contractor may need to provide load sheet (total BTU count). If swimming pool is included on permit, see swimming pool/pre gunite check list. *CPC 1209.6.1*
- Field inspector shall call City of Palo Alto WGW engineering 566-4511 if gas meter is not sized for the demand and advise of need to upgrade meter.
- Verify proper gas pipe sizing per *CPC Table 13-3*
- Inspect new gas line for proper fittings and proper supports per *CPC Table 13-3*
- Clearances:** Verify meter is located in accordance with utility and CPC standards/requirements. Proper distance from electric meters, vents and operable window etc. if windows, building vents, CATV, TEL, electric panels, or other sources of ignition are within 18" horizontally or 10' vertically from the gas regulator spring case vent, or the regulator is installed in an enclosure a regulator vent extension is required. *See illustration "gas meter location"*
- During 10 minutes gas test the Inspector shall verify the following:
  - Equipment is properly installed for safe for operation.
  - Combustion air for gas appliance is supplied per *CMC 701*
  - Flues comply per *CMC 801*
  - Seismically secured per *CMC 304.4*
  - Working clearance is provided per *CMC 305*
  - Ducts installed per *CMC 604*
- Plumbing contractor shall reconnect meter for use. **The City of Palo Alto does not reconnect existing gas meter.**

**UNDERGROUND METAL GAS PIPE INSTALLATIONS**

- Underground **metal and plastic** piping shall be installed with a minimum of 18 inches of cover.

**Exceptions:**

1. Where external damage to pipe is not likely to result, the min. cover shall be 12".
2. Where a min. 12" of cover cannot be provided, the pipe shall be installed in conduit or bridged (shielded).

**Note:** *Plastic piping requires a continuous insulated #14 AWG yellow copper tracer wire attached to pipe. CPC 1211.7(c)*

- Any underground metallic gas pipe that is extended below grade requires a dielectric union to be installed at a minimum of 6" above grade (*CPC 316.2.4*) *it is recommended that a full way valve be installed on underground lines to provide for an ability to isolate them if needed.*
- Pipe protective wrapping shall be factory (machine) applied.
- Underground metallic pipe shall be primed and taped with 40 mil tape at all joints and extend a minimum 6" above grade.