



## NEW CONSTRUCTION/DEVELOPMENT PROCEDURES

Any person or entity who proposes to construct a new building, new commercial site/center, new housing tract or series of homes or any other project that involves the development of new construction that exceeds the construction of one (1) single family residence, which new construction or development will need a new domestic water service and/or new fire service, and/or the construction of additional pipeline facilities to provide water service to that construction or development will be required to provide to Pico Water District (the “District”) the following information.

1. A letter stating the nature of the proposed project, including: a description of the proposed project, including the size and number of units to be constructed; an estimate of how much water the proposed project will use on a monthly or annual basis; and a schedule of when the proposed project will commence construction and an approximate completion date;
2. Once the District has received the letter set forth in Paragraph 1, above, you will also be required to provide the District with a \$700.00 deposit for project review by District staff and the District’s engineer if necessary.
3. Please provide a copy of any correspondence with the applicable fire fighting agency if specific Fire Flow requirements are needed.
4. Once the plan<sup>1</sup> check process has been completed District staff will then set up a meeting with the Applicant to go over the engineer’s remarks and to answer any questions the Applicant may have. Should the Applicant then decide to continue on with the project, the District will provide the Applicant with an engineer’s estimate of all work required by the District<sup>2</sup>.
5. Prior to commencement of water service to the project, the Applicant must file with the District an application for service identifying the owner/occupant to receive service; to whom the District’s bill is to be sent (i.e., who is responsible for payment) and, if applicable, the current address of any tenants.

6. Prior to receiving water service the Applicant will be required to pay all monies owed to the District; meet all cross-connection control and backflow prevention requirements (if applicable) and make arrangements to meet the District's Article 11.01<sup>3</sup> requirement.
7. The Developer must address new water conservation standards in their project, including the planting of drought tolerant plants, minimizing the amount of grass or turf that is planted, utilizing low-water use plumbing fixtures, and possibly using dual plumbing for future use of recycled water for some uses.
8. Any questions pertaining to these Procedures can be directed to Mark Grajeda, General Manager.

Notes:

1. Plans for District review should include all facilities contemplated to serve both domestic and fire services including but not limited to pipe sizes, placement of water meters, fire service meters, service laterals, fire hydrants, easements and pressure and flow requests. Landscape irrigation plans will also be required by the District.
2. Depending on the amount of work needed and the timeline for completion, the District reserves the right to hold the developer responsible for all or most of the construction requirements;
3. Article 11.01 describes specifically what is required of a developer when their project negatively impacts the District's Allowed Pumping Allocation.