



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 describing the nature of the proposed project, including: an estimate of how much water the proposed project will use on a monthly or annual basis; a schedule of when the proposed project is scheduled to begin and an approximate completion date; and two copies of the planned construction work along with a PDF copy emailed to the District (jbasulto@picowaterdistrict.net & mtryon@picowaterdistrict.net).
2. Provide the District with a \$700.00 deposit for project review.
3. Provide a copy of any requirements by the Los Angeles County Fire Department.
4. Once the plan¹ 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 cost / estimate proposal of all work required by the District² including capacity charges of said project. When Applicant submits payment of proposal, the District would schedule work to be done and notify Applicant of potential start date. When work is completed the District shall close out project and determine if work went over or under proposal, if over Applicant would be required to provide additional fees prior to applying for service, if under proposal Applicant shall receive refund for unused fees, if project breaks even no additional fees or refund would be required. Applicant would be notified once project is completed / closed and ready to process.
5. Prior to commencement of water service, the Applicant must apply for service with the District by turning in an application for service.
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 11.01³ 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 Joe D. Basulto, General Manager and Matthew Tryon, Director of Operations

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, pressure and flow requests, and landscape irrigation plans.
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.