

GUIDELINES FOR NEW DEVELOPMENT PLAN CHECK SUBMITTALS

These are general submittal requirements for New Developments. Please contact the Engineering Department if you have any questions regarding the new development plan check submittals.

- STEP I.** The District shall make available all plans showing any existing facilities within the proposed project area. Cost for staff research and copies of facility plans may apply. Upon written request, a 'Water and/or Sewer Availability' letter will be prepared and issued. A Fire Flow report letter may be prepared upon remittance of \$130.00 and a written request specifying the desired location of the Fire Flow Test. Depending on the size of the development a water supply assessment may be required in accordance with the California Water Code (§10910, as amended by SB-610 effective 1/1/2002) and the California Government Code (§66473.7, as amended by SB-221 effective 1/1/2002). Additional procedures and fees are described in the District's Municipal Code found at www.cvwdwater.com under About Us.
- STEP II.** The Applicant shall have engineered construction drawings prepared by a registered civil engineer in good standing with the District for all new water and/or sewer facilities. The plans shall be prepared to an engineering scale on 22" x 34" sheet(s) with the standard District border and title block. Digital files can be found at www.cvwdwater.com under About Us/Engineering & Planning/Land Development. For work located within state right-of-way, plans must be prepared in metric scale with foot equivalents indicated on the plans.
- STEP III.** After Fire District review with (GPM) demand requirements and tentative approval of water system layout, the Applicant shall submit a plan package including a 'Plan Check Application' form to be filled out at the Engineering counter for 1st plan check. **The District will not accept any incomplete applications.** Please be advised that Tenant Improvement Plans must be submitted separately and after approval of offsite public plans (see the District's Guidelines for Tenant Improvement Plan Check Submittal). **The District will require a minimum 6 to 8 weeks to process the initial plan check.**
- STEP IV.** Upon completion of review, the District shall return 1 set of plans to the Applicant with comments indicating any necessary revisions to the plans.
- STEP V.** The Applicant shall submit 2 sets of corrected plans along with any or all of the following as deemed necessary by the District:
- 1st submittal check prints,
 - Engineer's estimate for the construction of facilities (only for main installation),

Applicant should allow a minimum of 3 to 5 weeks to process the 2nd plan check and any additional plan checks that may follow. After 2nd plan check the District will calculate and provide to the Applicant a copy of the cost sheet summarizing the required development fees.

STEP VI. Upon the Engineer's completion of all plan check corrections, and following Fire District approval of the water plans, the mylars, with Engineer's and Fire District's original wet signatures, may be submitted to the District for approval. If the project is located within the City of Rancho Cucamonga, then the City of Rancho Cucamonga Fire Department approvals are necessary. If the project is located within the City of Fontana, then San Bernardino County Fire Department approvals are necessary. If the project is located within the City of Ontario, a stamped and approved set of plans from the City of Ontario Fire Department is required.

Once approved and signed by the District, copies of the signed plans can be made. The mylars will be returned to the District. In addition, CAD files and a digital PDF of the approved plans shall also be submitted to the District. **If construction for the development does not commence within a year from the plan approval date then plans will no longer be valid.** New plans will need to be submitted and checked to conform to current standards. Additional fees may apply.

STEP VII. Any required easements shall be prepared, signed and ready for recordation, and provided to the District prior to final field inspection. Bond forms and agreements will be prepared by the District, based on the Engineer's estimates provided, and will be provided to the Applicant. After receipt of all required information by District, please allow five (5) days for the preparation of Bond forms. **The ORIGINAL bond forms and agreements must be executed and returned to the District prior to release of approved plans.** A 'Letter of Compliance' will be prepared and submitted to the appropriate governing agency upon receipt of executed bond forms and agreements from the Applicant.

STEP VIII. Following plan approvals and payment of the development fees, the Contractor must request a pre-construction meeting with District Inspectors prior to start of construction of the water and/or sewer improvements. All facilities must be constructed in accordance with the District's Standard Drawings, a copy of which can be obtained from the District website at www.cvwwater.com under About Us/Engineering & Planning/Land Development. All facilities must be inspected and approved by a District Inspector prior to acceptance of any facilities for use. Curb and gutter improvements must be in place prior to installation of any water facilities.

STEP IX. Prior to installation of any domestic and landscape meters, the Applicant must pay any remaining development fees or outstanding charges due for their project. **Payment of fees on an individual lot basis or per a 'phasing plan' is allowed on larger residential tracts.**

STEP X. Upon the completion of all required improvements, the Applicant shall submit a written request to the District for acceptance of the water and/or sewer system constructed by their Contractor. Prior to the District's issuance of an 'Acceptance Letter' and the release of water and/or sewer bonds, the following will be completed:

- District Inspector shall make a final field inspection to verify that all 'punch list' discrepancies have been completed;
- Construction water meter for the project will be picked up by customer service;
- Developer will complete all "As Built" revisions to the original approved drawings.

PLEASE NOTE:

Steps I through IX must be completed, prior to dwelling/building occupancy. Failure by the Applicant or the Contractor to notify the District of any changes to the plans, or omission of any of the above Steps shall result in the District causing an immediate work stoppage on the project until all necessary corrections or requirements have been completed and accepted by the District.

DEVELOPMENT FEE PAYMENT SCHEDULE

1. A temporary water meter shall be obtained through the customer service department and a security deposit shall be paid by the developer/contractor prior start of any earthwork activities on the site.
2. For all Development projects, the following fees must be paid prior to release of signed approved plans and start of construction of any water and/or sewer facilities. These fees shall include the following:
 - Plan check fees,
 - Inspection fees,
 - Construction water fees,
 - Water and/or Recycled Water meters and boxes
 - Water and/or Recycled Water System Capacity Fees,
 - Sewer System Capacity Fees,
 - Capital Capacity Reimbursement Fees. (For Commercial Projects these fees are paid during the Tenant Improvement Plan Check process)
 - Water Connection Fee (Paid directly to IEUA)
 - Chlorine Testing and Sewer Video/Cleaning Fees
 - Other Miscellaneous Fees
3. Water meters, boxes and all capacity fees may be paid per 'phase' for all large single family residential tracts.

DEVELOPMENT FEE

Plan Check And Inspection Fees

	Single Family or Custom Lot	Multi Family, Apartments, or Condominiums	Commercial or Industrial
Water Plan Check (CVWD Code §4.08.080)	\$240 for title sheet and first plan sheet, \$150 for each additional sheet	\$240 for title sheet and first plan sheet, \$150 for each additional sheet	\$240 for title sheet and first plan sheet, \$150 for each additional sheet
Water Inspection (CVWD Code §4.08.080)	\$500 or 2% of improvement cost*	\$500 or 2% of improvement cost*	\$500 or 2% of improvement cost*
Sewer Plan Check (CVWD Code §5.08.080)	\$6.75 per unit, or \$0.20 per linear foot, or \$45.00 flat rate*	\$3.40 per unit, or \$0.20 per linear foot, or \$45.00 flat rate*	\$0.20 per linear foot, or \$102.00 flat rate*
Sewer Inspection (CVWD Code §5.08.080)	\$11.00 per unit, or \$59.00 flat rate*	\$7.30 per unit, or \$59.00 flat rate*	\$0.45 per linear foot, or \$225.00 flat rate*

* applies to which ever fee is greater

Utility Research:

CVWD Code §4.08.010

Processing fee	\$ 40.00 per hour
Photocopies	\$ 1.25 per page
Printing 24" × 36"	\$ 3.50 per sheet

Easements:

CVWD Code §4.08.010

Grant of Easements	\$ 230.00
Release of Wandering Easement	\$ 215.00
Quitclaim of Specific Easement	\$ 215.00

Document Recordation:

CVWD Code §4.08.010

\$ 18.00 plus \$ 3.00 per sheet

Fire Flow Tests:

CVWD Code §4.08.010

\$ 130.00 per test

Chlorine Testing:

CVWD Code §4.08.080

\$ 45.00 per test

Meter Service:

CVWD Code §4.08.080

\$ 40.00 per service

This fee shall apply to custom lots, revisions, or developments where distribution lines, transmission mains, or other District facilities are not constructed or extended.

Temporary Unmetered Water Service/ Construction Water:

CVWD Code §4.08.030

Electrical trench	\$ 0.36 per linear foot
Gas trench	\$ 0.36 per linear foot
Sewer trench	\$ 0.55 per linear foot
Storm drain trench	\$ 0.55 per linear foot
Cable TV trench	\$ 0.36 per linear foot
Telephone trench	\$ 0.36 per linear foot
Water trench	\$ 0.36 per linear foot
Miscellaneous Construction Water	\$ 170.00 per acre or portion thereof

Temporary Metered Water (Construction or Agricultural):

CVWD Code §4.08.070(G)(2) and CVWD Code §4.16.110(A)(1)(e)

3" meter

- Security Deposit \$ 2,000.00
- Meter Rental Charges (per month or part thereof) \$ 75.00

4" meter and larger

- Security Deposit \$ 3,500.00
- Meter Rental Charges (per month or part thereof) \$ 150.00

Security Deposit returned upon completion of use, less any costs of repairs.

Contact CVWD Customer Service Department for questions (909-987-2591)

Non Drought Temporary Potable Water Service Rate, per Hundred Cubic Feet

CVWD Code §4.08.020(E) (for Drought rates see www.cvwdwater.com)

Effective 7/1/2015	Effective 7/1/2016	Effective 7/1/2017	Effective 7/1/2018
\$4.58	\$4.63	\$4.65	\$4.70

Temporary Recycled Water Service Rate, per Hundred Cubic Feet

CVWD Code §4.16.110(A)(2)(c)

Effective 7/1/2015	Effective 7/1/2016	Effective 7/1/2017	Effective 7/1/2018
\$3.16	\$3.26	\$3.36	\$3.46

Service Connection Construction Charges

CVWD Code §4.08.070

(A) Domestic Meter:	
3/4"	\$ 210.00
1"	\$ 240.00
1 1/2"	\$ 370.00
2"	\$ 490.00
3" and larger	Cost + 25%
(B) Domestic Meter Box:	
Small box	\$ 100.00
Large box	\$ 150.00
Extra-large box	\$ 230.00
Vaults for meters 4" and larger	Cost + 25%
(C) Recycled Meter:	
1"	\$ 350.00
1 1/2"	\$ 540.00
2"	\$ 700.00
3" and larger	Cost + 25%
(D) Recycled Meter Box:	
Small box	\$ 100.00
Large box	\$ 200.00
Extra-large box	\$ 310.00
Vaults for meters 4" and larger	Cost + 25%

Meter Replacement Fee:

CVWD Code §4.08.040

A meter replacement fee will be charged, in addition to any other applicable fees, when an existing meter is replaced by a meter of a different size, at the request of the customer. Such fee will be based on actual cost of the replacement meter. If the meter is less than 6 years it will be the full cost, if the meter is 6 to 10 years it will be 1/2 the cost, if the meter is 10 years or older there is no cost. Any meter increase or decrease requiring the installation of a new angle meter stop will be charged \$60.00 in addition to any other charges.

Water System Capacity Fees: (CVWD Code §4.08.060)

The Water System Capacity Fee shall be assessed for each paid meter on the project. The table below shows the applicable fee per meter at the time of fee remittance.

Meter Size	Water System Capacity Fee
¾"	\$ 9,116
1"	\$ 15,193
1½"	\$ 30,385
2"	\$ 48,616
3"	\$ 91,156
4"	\$ 151,926
6"	\$ 303,853
8"	\$ 486,164
10"	\$ 729,246

Recycled Water System Capacity Fees: (CVWD Code §4.16.110(A)(3))

The Recycled Water System Capacity Fee shall be assessed for each paid recycled water meter on the project. The table below shows the applicable fee per meter at the time of fee remittance.

Meter Size	Recycled Water System Capacity Fee
1"	\$ 14,796
1½"	\$ 29,592
2"	\$ 47,347
3"	\$ 88,777
4"	\$ 147,961
6"	\$ 295,922
8"	\$ 473,475
10"	\$ 710,212

Sewer System Capacity Fees: (CVWD Code §5.08.050)

(A) Residential: \$ 1,239 per Dwelling Unit

(B) Commercial/Industrial/Public:

The Sewer System Capacity Fee shall be assessed for each paid meter on Commercial and Industrial projects per the following schedule:

Meter Size	Sewer System Capacity Fee
1"	\$ 2,070
1½"	\$ 4,127
2"	\$ 6,605
3"	\$ 13,223
4"	\$ 20,658
6"	\$ 49,570
8"	\$ 66,089
10"	\$ 99,140

Capital Capacity Reimbursement Fees:

CVWD Code §5.08.060

Residential Dwellings constructed prior to 1979, and commercial buildings constructed prior to 1980 are excluded from the Capital Capacity Reimbursement Fee. The following fees are per the IEUA Regional Sewage Service Contract, Section 9.E.2 (a) and Section 9.E.2 (b).

Capital Capacity Reimbursement Fee, per EDU

CVWD Code §5.08.060(A)

Effective 1/1/2017	Effective 7/1/2017	Effective 7/1/2018	Effective 7/1/2019
\$6,009	\$6,309	\$6,624	\$6,955

Equivalent Dwelling Unit [“EDU”] is a number value designation where one (1) EDU represents the sewage discharged from a single residential dwelling unit.

(A) Residential Projects:

EDU determinations for Residential Projects shall be as follows:

- Single Family 1 EDU per dwelling unit
- Multiple Family 1 EDU per dwelling unit
- Mobile Home Space 1 EDU per dwelling unit

Each Single Family, Multiple Family, and Mobile Home Space shall be assessed Capital Capacity Reimbursement Fees of one (1) EDU per dwelling unit.

(B) Commercial and Industrial Projects:

EDU determinations for Commercial and Industrial projects are calculated based on the type of business operation and the facility’s sewer drainage fixture count, or by direct measurement of sewage quality and volume, or a combination of both. Therefore, Capital Capacity Reimbursement Fees for these types of projects must be assessed during the Tenant Improvement Plan Check approval process. Please see the District’s Guidelines for Tenant Improvement Plan Check Submittal for specific information, available from the District website at www.cvwdwater.com under About Us/Engineering & Planning/Tenant Improvements.

Water Connection Fee (IEUA):

The water connection fee is a onetime fee paid directly to the Inland Empire Utilities Agency (IEUA) for any new or upsized meter connection to a water distribution system within the IEUA service area, which includes CVWD. For details and fee rates please see attached IEUA water connection fee fact sheet. (Page 9)

INLAND EMPIRE UTILITIES AGENCY WATER CONNECTION FEE FACT SHEET

The Inland Empire Utilities Agency (IEUA) is a regional wastewater treatment agency and wholesale distributor of imported water and recycled water. The water connection fee is a one-time fee paid to IEUA for any new or upsized water meter connection to a water distribution system within the IEUA service areas. For inquiries regarding the fee, please call (909) 313-9604 or watermeterfee@ieua.org.

What types of meters are subject to this one-time fee?

- Potable Water, Recycled Water, & Landscape
- Temporary, fire & parallel service meters are not subject to the fee

What if I change out the water meter to a different size?

- The fee is determined based on the difference between the original and upsized meter. There is no fee for downsizing a meter.

How do I calculate the fee?

- Fees are determined by the size and number of water meters being installed for your particular project as provided in the table below.

When do I pay the fee?

- Fees are paid at the time you pay your local water agency meter fees, prior to meter installation

How do I pay the fee?

- Paid to IEUA located at 6075 Kimball Avenue, Chino Monday-Thursday 8:00 am - 11:30 am and 1:30 pm to 5:00 pm or by mail to: P.O. Box 9020, Chino Hills, CA 91709 Attn: Water Connection Fee

What types of payment are accepted?

- Personal check & Cashier's check only
- If sending payment by mail, include site address and Tract/Parcel # along with information cited below

What paperwork is required to pay the fee?

- Signed paperwork (receipt) from the City or local water agency
- Stamped/approved plans showing location of meters

WATER METER CONNECTION FEE RATES – EFFECTIVE JULY 1, 2019

5/8"-3/4"	1"	1.5"	2"	3"	4"	6"	8"	10"	12"
\$1,684	\$ 4,211	\$8,420	\$13,472	\$29,471	\$53,047	\$117,880	\$202,080	\$252,600	\$294,700

*Adopted future rates are available on the IEUA website at www.ieua.org

- IEUA wastewater connection fees currently in place do not pay for investments in the regional water system.
- With growth increasing, population is expected to reach **1.2 million within the next 20 years.**
- ***\$91 million in expanded and new water infrastructure is needed to support recycled water, regional resiliency and water conservation projects.***
- IEUA has a responsibility to ensure that the regional water system is financially sound.
- ***Without the new fee, \$91 million of regional water reliability projects needed to meet growth will be unfunded.***
- **Proposition 26** mandates costs should be reasonable and appropriately allocated to payers based on the benefit received.
- *A comprehensive rate study in 2014 established the proposed fee.*

Inland Empire Utilities Agency Service Area

