

[Click here and type **Name, Company, and Address**]

Subject: DESIGN REQUIREMENTS
A.P.N. [CLICK HERE AND TYPE **APN**]
SWA FILE: (DEV.) [CLICK HERE AND TYPE **PROJECT NAME**]

Dear [Click here and type **Name**]:

This letter is intended to familiarize you with the methods and procedures required to obtain water service from Sweetwater Authority (Authority).

The property owner or its authorized agent (Applicant) shall submit to the Authority the following items and comply with the requirements summarized below. Please note that we cannot conduct any design review until this letter is returned to the Authority signed by the Applicant, and Items 1, 2, and 3 have been submitted.

1. Adobe PDF e-file submittal showing plan and profile drawings and a grading plan, if applicable, for the proposed water improvements, indicating the location of proposed water facilities and all existing utilities. Design drawings shall be in accordance with the Authority's Design Standards and new water facilities are to be installed according to the Authority's Standard Specifications for Construction of Water Facilities, both of which are available at: www.sweetwater.org.
2. A letter from the appropriate fire protection agency, noting the location and type of fire hydrant(s) required, the fire flow requirement stating the flow in gallons per minute (gpm) and the duration of the flow, and the requirement for fire sprinklers, if any. It is the Applicant's responsibility to obtain this information.
3. TWO THOUSAND FIVE HUNDRED DOLLAR (\$2,500) deposit for engineering, design, and plan check. This is a deposit to cover the Authority's costs.
4. The Applicant shall submit plans approved by the local fire jurisdiction. The fire plans and sprinkler calculations, if applicable, shall include fire department stamp and approval signatures.
5. Submit payment for Sweetwater Authority Capacity fees.

<u>Category</u>	<u>Gallons per Day</u>	<u>% of Base (EDU)</u>
1) All Customers-Base	297	\$5,490 Base

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2) Multi-Family	165	56% of Base (\$3,050)
3) Mobile Home	107	36% of Base (\$1,978)

Note: Multi-Family is based on zoning. Commercial and landscape water use shall be converted to EDU's based on estimated water use in gallons per day, which must be submitted to the Authority prior to any estimate being processed.

6. Submit payment for San Diego County Water Authority Capacity Charges as listed below:
 - a. 5/8-inch meter \$ 5,460
 - b. 1-inch meter \$ 8,736
 - c. 1-1/2 meter \$16,380
 - d. 2-inch meter \$28,392
7. After plans are approved, an estimate for inspection, hot tap, and connection shall be prepared by the Authority. The estimate, as well as the required fees, will be submitted to the Applicant/Applicant's Engineer. The deposit is an estimate only, and an additional deposit may be required as the project progresses.
8. If the Applicant elects to have the Authority install the water facilities, the Authority shall transmit to the Applicant the project's applicable fees, credits, and deposit requirement for the full estimated cost of installation of the proposed water facilities. The required deposits are based on construction estimates and may vary accordingly. Upon completion of construction, total costs will be tabulated and the Applicant will be billed for additional costs or refunded excess deposits, as applicable.
9. If the Applicant installs, or elects to have its subcontractor install the proposed water facilities, the Applicant shall be required to enter into an Agreement to Improve Development – Water Facilities (Agreement) and comply with Items 10-12, below.
10. Prior to drafting the Agreement, the Applicant must submit the name of the subcontractor who will install the water facilities. The Applicant must submit a Contractor's Information and Experience Form, demonstrating the Applicant's qualifications to perform public water utility construction work. In the event that the requesting Applicant or its subcontractor cannot demonstrate minimum qualifications, the Authority may reject the Applicant or its selected subcontractor.
11. Prior to the Applicant (directly or through a subcontractor) performing the water facility installation, the Authority will require with the Agreement both Payment and Performance Bonds for 100 percent of the estimated construction cost.

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12. In the event of failure of any facilities installed by the Applicant within a one (1)-year warranty period, the Authority will notify the Applicant and its subcontractor to initiate repair of the affected facilities within five (5) working days. Failure to respond within five (5) working days after notification will result in the Authority performing all repairs and the Applicant being invoiced for all labor, overhead, and material costs incurred in making repairs. However, if the Authority determines that immediate repairs are warranted, the Authority may elect to make the repairs and invoice the Applicant without notification. The Authority will require two (2) names and phone numbers of responsible personnel to be contacted during an emergency.
13. Each newly constructed multiunit residential structure or newly constructed mixed-use residential and commercial structure for which an application for a water connection, or more than one connection, is submitted to the Authority, shall measure the quantity of water supplied to each individual residential dwelling unit. California State Senate Bill SB-7 states such measurements are a condition of new water service. The measurement may be by individual water meters or submeters. The owner of the structure shall install individual meters or submeters that comply with all laws and regulations governing the approval of meter types or the installation, maintenance, reading, billing, and testing of meters, including, but not limited to, the California Plumbing Code and California Water Code.
14. Please sign and return this document indicating that you are aware of the Authority's procedures.

If you have any questions, please contact [Click here and type **Contact Name**] at (619) 409-67[Click here and type **Phone Extension**], or [Click here and type **Email address**].

Sincerely,

SWEETWATER AUTHORITY

"[Click here and type **Name**]"

"[Click here and type **Title**]"

"[CLICK HERE AND TYPE **SIGNER'S INITIALS**]"

:"[CLICK HERE AND TYPE **YOUR INITIALS**]" :

cc: "[Click here and type **Name or delete this**]"

[Click here and type **Name**]

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Receipt of the above is hereby acknowledged:

Owner's Name

Signature

Date

If applicable, please use the area below to sign and indicate an Authorized Agent to act on the Owner's behalf for all matters pertaining to the subject project.

Authorized Agent Name

Authorized Agent Company/Address:

Authorized Agent Phone Number

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Authorized Agent email address

Document1

SAMPLE