



## Design Requirements – Tier 3

This document outlines the steps required to obtain water service from Sweetwater Authority (Authority). The Authority will not begin design review until the property owner or authorized agent (Applicant) signs this document and submits the initial items listed below.

### Initial Submittals to Begin Review

- Design Drawings:** Drawings prepared per Authority standards in Adobe PDF format, including:
  - *Subdivision maps* (with existing and proposed easements)
  - *Demolition plan*
  - *Building site plan* (with floor plan showing all plumbing fixtures).
  - *Grading and/or improvement plan* (showing existing utilities and proposed water improvements).

Authority standards are available at <https://www.sweetwater.org>.

- Plumbing Fixture Count Table:** Complete and return the Authority-provided table. It must list all existing and proposed plumbing fixtures served by each corresponding water meter.
- Fire Agency Letter:** Documentation from the appropriate fire authority specifying hydrant requirements, fire flow (gallons per minute [gpm] and duration), and sprinkler requirements (if applicable).
- Five Thousand Dollar (\$5,000) Deposit:** Initial deposit for plan review, site investigation, and application processing. This amount may increase, and additional deposit will be required, if the project account balance is depleted or if the project scope changes. The deposit can be made by check at our main office (505 Garrett Avenue, Chula Vista, CA 91910) or by credit card using the Online Payment System at the following link: [Sweetwater Authority Developer Online Payment System](#).

### Requirements During Review

1. **Design Review Comments:** Responses to plan review comments must be submitted with revised drawings addressing each item. The Authority's design review may require revisions to subdivision maps, building plans, documents previously approved by other engineering departments, or fire protection plans. Any required revisions must be resubmitted to the Authority and receive approval before the lead jurisdiction can issue its final approval. Plans shall include:
  - Electronic Drawings:** Horizontal control based on the California Coordinate System NAD 83 (HPGN 1991.35 Epoch), Zone 6, U.S. Foot, and design vertical control on the National Geodetic Vertical Datum of 1929 (NGVD 1929). All project drawings/surveys shall tie into a local benchmark near the project site.



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- Main Locations*: Show and label existing and proposed water mains, including material and size.
  - Service Locations*: Show and label all of the project's existing and proposed service and meter locations, including sizes, and types (differentiate between domestic, irrigation, and fire protection).
  - Utility Locations*: Show all existing and proposed water utilities, within the right-of-way or within an Authority easement.
  - Encroachments*: Identify all facilities installed within Authority easements that could be damaged in the event of a water facility leak. Approved encroachments require an Encroachment Agreement.
2. Lead Jurisdictional Approved Plans: If plans have already been approved by the lead jurisdiction, the Authority, as an independent agency, may still require revisions. Any amendments must be processed and approved through the lead jurisdiction. Once all Authority comments are incorporated, submit a final copy for verification and records.
- Submit newly granted easements to the Authority (prior to Final Map recordation)
  - Submit subdivision mapping, showing easements, if applicable, including Jurisdictional Resolutions.
  - Submit the building department-stamped and approved plan.
  - Submit the engineering department-stamped and approved grading plan.
  - Submit the engineering department-stamped and approved improvement plan.
  - Submit jurisdictional fire district-stamped and approved fire protection plan. (fire protection plan may be deferred).
  - Submit the drawing files, showing water facilities, electronically in AutoCAD format.
3. Estimate: After plan approval, the Authority will prepare an estimate for inspection, service connection, installation, and permitting. The estimate, as well as the required fees and charges, will be provided to the Applicant. The deposit is an estimate only, and an additional deposit may be required as the project progresses.
4. Fees and Charges: The Authority will issue a list of applicable fees and charges for water service based on the following:
- Authority Capacity Fees: (Per Resolution 17-02 and 2021 Capacity Fee Study, based on Equivalent Dwelling Units [EDU])



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Category	Gallons per Day	% of Base (EDU)
All Customers (Base)	297	\$5,490 Base
Multi-Family	165	56% of Base (\$3,050)
Mobile Home	107	36% of Base (\$1,978)

Note: Multi-Family is determined based on zoning. Commercial and landscape water use shall be converted to EDU's using estimated gallons-per-day demand, which must be submitted to the Authority before any cost estimate can be prepared.

San Diego County Water Authority (SDCWA) Capacity Charges: (Based on meter size and current SDCWA Resolution)

5/8-inch meter	\$ 6,683
1-inch meter	\$ 10,693
1-1/2-inch meter	\$ 20,049
2-inch meter	\$ 34,751
> 2-inch meter	Per SDCWA

5. Easement Requirements: (      Applicable      Not Applicable)

- Preparation: Easements, plat, and legal description, must comply with Authority Policies, Procedures, and Standard Specifications for Construction of Water Facilities.
- Drawings: Submit a draft plat, letter size, scaled at 1-inch = 100-feet, with the easement centered on the water main. Minimum easement width is 30-feet; a wider easement may be required.
- Review Comments: Address all Authority comments and return the corrected, signed easement for final approval.
- Deed of Trust: If applicable, the lender shall execute a "Subordination of Beneficiary of Deed of Trust" to be recorded with the easement by the Authority.
- Approval: Submit final plat in AutoCAD format with the required control information and tied to a known point on a recorded map. It must be stamped by a California-licensed land surveyor or civil engineer. After final approval, the Authority will record the easement and forward a copy to the Applicant.

### Construction and Warranty Requirements

1. Contractor Qualifications: The Applicant shall submit a Contractor's Information and Experience Form to the Authority for approval. The Authority requires the contractor



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have completed at least three public irrigation or water distribution projects for a public water agency within the past five years, each equal or greater value than the proposed project. All work must be performed at the Prevailing per-diem wage rates.

2. Insurance: Submit contractor certificates of insurance for Authority approval.
3. Agreement: Execute an Agreement to Improve Development for Water Facilities and comply with bonding and construction requirements.
4. Bonding: Submit required Performance and Payment Bonds for 100% of the estimated construction cost.
5. One (1)-Year Warranty: Repair any failures within five (5) working days of received notice, or the Authority will perform repairs and bill the Applicant.
6. Emergency Repair: Provide two (2) responsible contacts for any emergency repairs.
7. Project Closeout: A final billing or refund based on a final compilation of actual costs will be provided to the depositor.

### State Requirements

California SB-7: New multi-unit or mixed-use buildings must measure water use for each dwelling unit using individual meters or submeters that comply with California state codes.

CCCPH: A backflow preventer is required whenever a service connection presents a potential cross-connection hazard, including parcels with multiple laterals, sites with more than two units on one lateral, and all fire, combined-use, or irrigation laterals, as defined in the State Water Resources Control Board's Cross-Connection Control Policy Handbook.

### Disclaimer

The items listed above are intended as a general guide and may be updated periodically. Some items may not apply to this project, and additional requirements may be identified based on site-specific conditions. While this list is meant to be comprehensive, the Authority may determine that further information or actions are needed during its review. If so, staff will notify the Applicant as soon as possible.



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**The Applicant must sign and return this signature page to acknowledge the Authority's procedures. Once the signed document, initial submittals, and required deposit are received, the project will be placed in the queue for plan review.**

Receipt of the above is hereby acknowledged:

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Signature

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Name ( Owner Authorized Agent)

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Service Address

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A.P.N.

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Date