

## 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 as-built plans showing any existing facilities within the proposed project area. These can be requested by submitting an online 'Record Drawing As-Built Request' application found at [www.cvwdwater.com](http://www.cvwdwater.com) under Customer Service/Development Services/Development Projects. Upon written request by email, a 'Water and/or Sewer Availability' letter will be prepared and issued. A Fire Flow Test report letter may be prepared upon application submittal found at [www.cvwdwater.com](http://www.cvwdwater.com) under Customer Service/Development Services/Development Projects along with a remittance of \$130.00. 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](http://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. PDF files sent digitally are preferred. Digital files can be found at [www.cvwdwater.com](http://www.cvwdwater.com) under Customer Service/Development Services/Development Projects. 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 apply for plan check. The 'New Development Plan Check Application' form can be filled out online at [www.cvwdwater.com](http://www.cvwdwater.com) under Customer Service/Development Services/Development Projects for 1st plan check. **After application is submitted, a technician will request for further submittal requirements by email.** 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 preferably by email 1 set of plans to the Applicant with redline comments indicating any necessary revisions to the plans.
- STEP V.** The Applicant shall send corrected plans along with any or all of the following as deemed necessary by the District:

- 1st submittal check (PDF),
- Engineer's estimate for the construction of facilities (only for main installation),
- Legal Description & Exhibit for any easements required.

**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, with Engineer's and Fire District's original digital signatures, plans 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 (digitally) signed by the District, copies of the signed plans will be sent by email. In addition, CAD files 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 re-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) business 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.**

**STEP VIII.** Following plan approvals and payment of the development fees, the Contractor is required to request a pre-construction meeting with District Inspectors at least 48 hours 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.cvwdwater.com](http://www.cvwdwater.com) under Customer Service/Development Services/Development Projects. 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 to 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

	<b>Single Family or Custom Lot</b>	<b>Multi Family, Apartments, or Condominiums</b>	<b>Commercial or Industrial</b>
<b>Water Plan Check (CVWD Code §4.08.080)</b>	\$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
<b>Water Inspection (CVWD Code §4.08.080)</b>	\$500 or 2% of improvement cost*	\$500 or 2% of improvement cost*	\$500 or 2% of improvement cost*
<b>Sewer Plan Check (CVWD Code §5.08.080)</b>	\$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*
<b>Sewer Inspection (CVWD Code §5.08.080)</b>	\$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 Request:

[www.cvwdwater.com](http://www.cvwdwater.com) under Customer Service/Development Services/Development Projects.

### 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
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### Fire Flow Tests:

CVWD Code §4.08.010	\$ 130.00 per test
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### Chlorine Testing:

CVWD Code §4.08.080	\$ 45.00 per test
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### Meter Service:

CVWD Code §4.08.080	\$ 40.00 per service
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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](http://www.cvwdwater.com))

Effective 7/1/2022	Effective 7/1/2023	Effective 7/1/2024	Effective 7/1/2025
\$3.76	\$3.87	\$3.98	\$4.10

**Temporary Recycled Water Service Rate, per Hundred Cubic Feet**

CVWD Code §4.16.110(A)(2)(c)

Effective 7/1/2020	Effective 7/1/2021	Effective 7/1/2022	Effective 7/1/2023
\$1.83	\$1.88	\$1.94	\$2.00

**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	Effective 7/1/2022	Effective 7/1/2023	Effective 7/1/2024	Effective 7/1/2025
3/4"	\$ 10,148	\$10,351	\$10,558	\$10,769
1"	\$ 16,913	\$17,251	\$17,596	\$17,948
1 1/2"	\$ 33,825	\$34,502	\$35,192	\$35,896
2"	\$ 54,120	\$55,202	\$56,306	\$57,432
3"	\$ 108,241	\$110,406	\$112,614	\$114,866
4"	\$ 169,126	\$172,509	\$175,959	\$179,478
6"	\$ 338,253	\$345,018	\$351,918	\$358,956
8"	\$ 541,204	\$552,028	\$563,069	\$574,330
10"	\$ 811,806	\$828,042	\$844,603	\$861,495

**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
1 1/2"	\$ 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
1 1/2"	\$ 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)

\$ 7,600 per EDU

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](http://www.cvwdwater.com) under Customer Service/Development Services/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 & 10)



# WATER METER CONNECTION FEE FACT SHEET

## Who is IEUA?

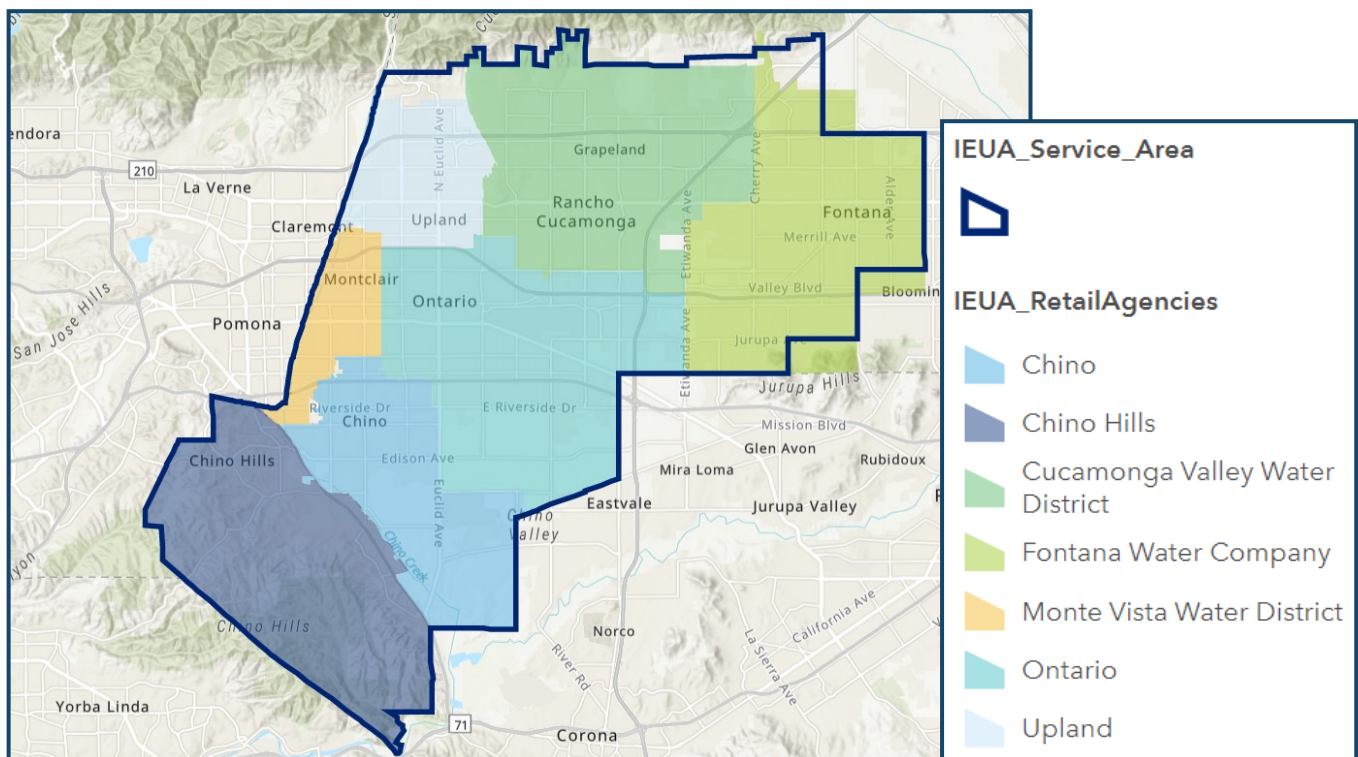
The Inland Empire Utilities Agency (IEUA) is a regional wastewater treatment agency and wholesale distributor of imported and recycled water in the Inland Empire.

## What is the Water Meter Connection Fee?

The Water Meter Connection Fee is a one-time fee paid to IEUA for a new or upsized water meter connection to a water distribution system within the IEUA service area.

## What Meters Are Subject to the Fee?

Potable, recycled, landscape, and irrigation water meters located within IEUA's service area are subject to the fee. Temporary, fire, and parallel service meters are not subject to the fee.



**Fee Pricing and Payment Information on Back**



# WATER METER CONNECTION FEE FACT SHEET

## Water Meter Connection Fee Pricing

Fiscal Year		2020/21	2021/22	2022/23	2023/24	2024/25
Effective Date		7/1/2020	7/1/2021	7/1/2022	7/1/2023	7/1/2024
Water Meter Size	5/8"	\$ 1,684	\$ 1,787	\$ 1,841	\$ 1,896	\$ 1,953
	3/4"	\$ 1,684	\$ 1,787	\$ 1,841	\$ 1,896	\$ 1,953
	1"	\$ 4,211	\$ 4,466	\$ 4,603	\$ 4,740	\$ 4,883
	1.5"	\$ 8,420	\$ 8,933	\$ 9,205	\$ 9,480	\$ 9,765
	2"	\$ 13,472	\$ 14,292	\$ 14,728	\$ 15,168	\$ 15,624
	3"	\$ 29,471	\$ 31,265	\$ 32,218	\$ 33,180	\$ 34,178
	4"	\$ 53,047	\$ 56,277	\$ 57,992	\$ 59,724	\$ 61,520
	6"	\$ 117,880	\$ 125,059	\$ 128,870	\$ 132,720	\$ 136,710
	8"	\$ 202,080	\$ 214,387	\$ 220,920	\$ 227,520	\$ 234,360
	10"	\$ 252,600	\$ 267,983	\$ 276,150	\$ 284,400	\$ 292,950
	12"	\$ 294,700	\$ 312,647	\$ 322,175	\$ 331,800	\$ 341,775

*Water Meter Connection Fee pricing located in IEUA Resolution NO. 2020-7-11*

### How Do I Calculate the Fee?

The fee is determined by the size and number of water meters installed. If a meter is upsized, the fee is calculated based on the difference between the original and upsized meter pricing. There is no fee for downsizing a meter.

### When Do I Pay the Fee?

The fee is to be paid at the time you pay your local water agency for water meter fees, prior to meter installation.

### How Do I Pay the Fee?

Check made out to "IEUA" along with signed paperwork, local water meter receipt, stamped/approved site plans, and contact information should be mailed to IEUA at,

**6075 Kimball Ave., Chino, CA 91708 Attn: Water Connection Fee**

Walk-in deliveries welcome at BLDG A, **Monday-Thursday 8:00AM - 5:00PM**