



Water Tap Request (WTR)

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Pay Commitment Letter Fee and WTR Review Fee

Letter of Intent requires the Property Owner to sign the letter and reimburse the District for the recording fee prior to inclusion on a Board Agenda. Upon Board Approval, the District will record with the appropriate County and then return the fully executed letter to the Developer/Applicant.

District WTR Review

- Preliminary Pipe Sizing
- Fire Flow Analysis
- Preliminary Line Extension Layout
- Identify Offsite Infrastructure Improvement Needs
- Hydraulic Modeling
- Preliminary Line Extension Fee Estimate (Design/Construction)
- Prepare WTR Review Response
- Determine Tap and Meter Set Fees
- Prepare Commitment Letter
- Identify Raw Water Dedication Needs



Plan Review or Design

Plan Review or Design

Pay Design Review Fee

\$500 nonrefundable application fee along with \$5,000 deposit to reimburse for staff, engineering, legal and consultant time associated with the review. If the amount of reimbursable exceeds the deposit, the balance shall be due on a monthly basis and prior to continued work by the District. Any deposit amount remaining upon completion of the review shall be returned to the Developer.

Plan Review

- Developer Performs Hydraulic Modeling (if applicable)
- Developer Submits Plans & Utility Report (if applicable) for Review
- District Provides Review Comments to Developer
- Developer Submits Plans & Utility Report (if applicable) for Re-Review

Easements & Agreements

- Developer Acquires Easements
- Developer Acquires Utility/Ditch Crossing Agreements
- District Develops Construction Inspection Fee
- District Drafts Water Service Agreement

District Approval

- Developer Submits Final Mylar Plans for District Signature
- District/Developer Execute Water Service Agreement

Pay Construction Inspection/ Administration Fee & Additional Review Fees Not Covered By Upfront Review Fee Payment or Deposit

Inspection or Construction

Inspection or Construction

Developer/Owner Pays Tap and Meter Set Fees

Water Infrastructure Construction By Developer's Contractor

County Building Permit or Meter Set (Whichever Comes First)

Home/Building Construction