



EAST VALLEY WATER DISTRICT
**DEVELOPMENT GUIDELINES
AND PROCEDURES**

December 2024



LEADERSHIP | PARTNERSHIP | STEWARDSHIP

East Valley Water District

Development Guidelines and Procedures

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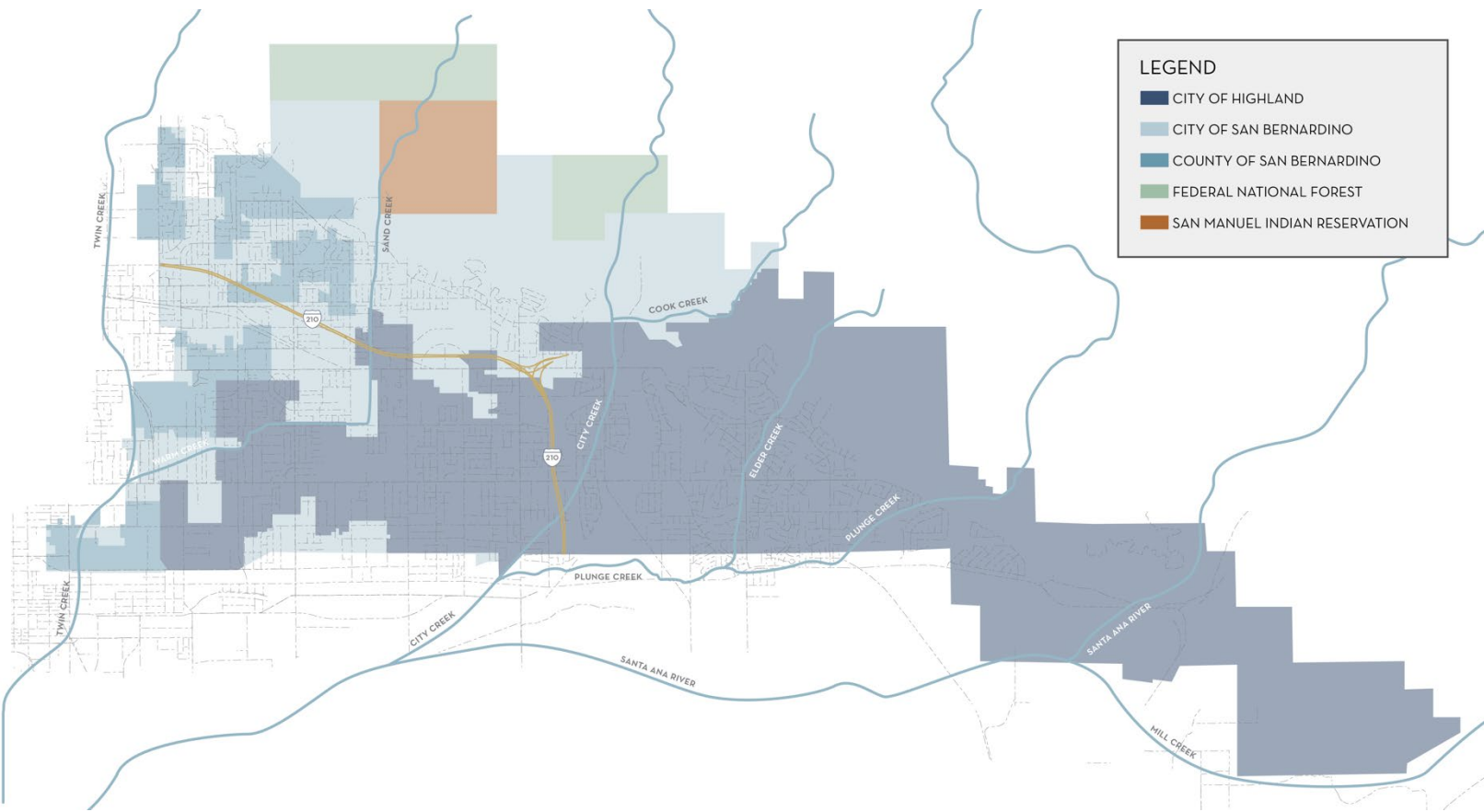
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Section 1: About the East Valley Water District

Founded in 1954, the East Valley Water District (District) is a Special District, governed by a 5-member, elected, Board of Directors (Board). The District is responsible for providing water and sewer for over 108,000 people and for maintaining 300 miles of water distribution mains, over 23,000 water service connections, and 230 miles of sewer collection mains within a service area of just under 30 square-miles that encompasses all of the City of Highland, portions of the City of San Bernardino and unincorporated areas of San Bernardino County.





Section 2: Development Program

The Development Program is administered within the District's Engineering Department (Department). The program mission is to meet the water and sewer needs of development occurring within the District's service area through a comprehensive approach to planning, design, and construction of required facilities. The Department is responsible for reviewing and approving plans for construction, and construction inspection of water and sewer facilities for Developer-funded projects (Project).

In addition, the Department is responsible for creating and maintaining project records and tracking to facilitate and enhance efficiency and customer service. The Department maintains a plan-check tracking system, available to Developers and their Engineers, to observe the status of their current plan-check submittals. Additionally, the Department tracks all Developer-funded project milestones throughout all phases of the Project to maintain quality control.

The Department maintains a Standards Manual which contains the District's design Standards and specifications for both the water and sewer systems. The Standards Manual was developed to ensure that a consistent level of service is maintained in the process of planning, designing, and constructing water and sewer facilities.

Developed separately, but for use in conjunction with the Standards Manual, the Development Guidelines and Procedures (Guidelines) presents a description of the procedures and polices required to design and construct any new water and/or sewer facility related to new residential, commercial or industrial development project proposed within the District.



Section 3: About the Development Guidelines and Procedures

The Guidelines were developed as a guide for persons and entities associated with the establishment of new developments within the District. The Guidelines are applicable to developers, design engineers, construction contractors, and other parties conducting development activities within the District. The Guidelines will commonly refer to this group of stakeholders as “Developer”.

The Guidelines contain descriptive preambles that describe the major phases of a project. These introductory sections refer to procedures, forms, and ancillary information in the appendices that the Developer will need to successfully complete a project. Additionally, a flow chart is provided at the end of this section that highlights, in chronological order, the phases, procedures, and milestones associated with a typical development project. *The Development Guidelines should not be used as a substitute for the District’s Standards Manual; but used in conjunction with the most current version of the Standards Manual.* The most current version of the Standards Manual is available on the District’s website (www.eastvalley.org). The Guidelines are organized into the following individual sections that mirror key phasing in the development process:

1. Entitlement
2. Design
3. Construction
4. Close-out

This phased approach provides Developers with a sequential and logical organization of information and requirements that pertain to each phase. Through a common understanding of these requirements, the Developer and the District can work together in identifying and implementing the appropriate water and sewer facilities needed to support the proposed development.

Another objective of the Guidelines is to clearly identify the responsibilities and financial obligations of the Developer. The District will require that the Developer acknowledge that they have read and understand the contents of both the Guidelines and the District’s Standards Manual and that they will act in accordance with the policies and procedures contained in them.



Project Entitlement

Developer submits a request for a Water-Sewer Will Serve letter. Submittal will include:

- Site Plans
- Conceptual Utility Plans
- District Fee



District reviews submittal and determines water/sewer infrastructure needs to serve project.



District meets with developer to discuss requirements of project.



Developer required to enter into development agreement with the District outlining development requirements. The development agreement must be signed by the District General Manager.



Developer may be requested to make an informational presentation to the Board of Directors.



Developer concludes the Project **Entitlement Phase** and moves into the **Design Phase**.



Design

Developer has sewer/water plans prepared by licensed engineer. These plans must be submitted to District for review and approval.



The submittal includes all of the following:

- Two sets of sewer/water improvement plans
- Copies of the Tentative map and the conditions of approval
- Plan-check fee
- Engineer's cost estimate



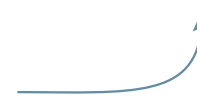
District reviews plans for conformity to District conditions and provides request for any corrections that must be made.



Engineer must make requested corrections and submit two sets of revised plans along with previous redline corrections. The engineer shall also submit revised project cost estimate if required.



Additional Plan-check if necessary



Upon successful completion of final plan check, District will request submittal of Mylars for signature. The Mylars shall have any other agency signatures at time of submittal to District.



Once Mylars have been signed and improvement bonds that are in accordance with Engineer's approved estimate have been provided, the developer may move into the **Construction Phase**.



Construction

Developer shall provide District with two sets of signed improvement plans and the required deposit to cover inspection costs.



Developer coordinates and holds pre-construction conference. See "Requirements for Pre-Construction Meeting."



District inspector shall observe installation of water/sewer facilities. At time determined by the District Inspector, testing of installed facilities will be required.



Note that the District will require video inspections on sewer/water installations.



District inspector shall provide list of corrections when construction testing is complete.



Construction will be considered complete after inspector deems that all the entire list of corrections has been satisfied.



Close-Out

Contractor and District Inspector shall determine any changes needed to be made to the approved Mylars.



Once final changes have been agreed to, the Developer's Engineer shall request original Mylar for "As-Built" changes. If changes are significant, District may allow replacement Mylars to be provided.



Developer must submit three digital copies of as-built drawings in the form of digital disks for Tracts, Plot Plans, Parcel Maps, Etc.



Any outstanding fees to the District shall be paid.



The project will be presented to the District's Board of Directors for consideration for Final Acceptance.

3.1 About the District's Standards Manual

Products, manufacturing techniques, construction methodologies, and District operational and design parameters are constantly evolving and improving. As such, the Standards Manual will be updated and revised periodically. It will be the responsibility of the user of this manual to comply with the latest edition of the Standards Manual which can be found on the District's website (www.eastvalley.org).

3.2 General Notes & Requirements

If water and/or sewer service is desired within the District, it can normally be provided when the following conditions are met:

1. Developer designs and the District approves construction plans for all facilities needed to serve the proposed project. Water and Sewer facilities constructed to serve Single Family Residential projects shall be accepted by and dedicated to the District once construction is complete and final inspection sign-off has occurred. Water and Sewer facilities constructed within a Multi-Family Residential, Commercial or Industrial Development shall be owned and maintained by the private developer. The District shall own and maintain any offsite facilities constructed to serve the development. The District shall not be responsible for any maintenance of facilities on private property. Water and/or sewer improvements must be provided in: (1) all interior development streets; (2) all streets on the boundary of the development (in order to provide for full frontage improvements); (3) any off-site improvements required to provide water and/or sewer service to the site.
2. Developer obtains and dedicates water and/or sewer right-of-way to the District. Facilities must be in either dedicated public right-of-way or in specially deeded easements to the District with a minimum width of 20 feet for single pipelines, or 30 feet for water and sewer pipelines within the same easement. Private roads must meet public street width requirements for easement dedication purposes. No structures, buildings, fences, or other obstructions can be constructed on these easements. The District's standard "Grant of Easement" form (*Appendix G*) must be used and must be formally accepted by the District pursuant to the "Certification of Acceptance of Grant of Easement".
3. Water facilities include water pipelines and related fittings and appurtenances, and may also include additional offsite facilities such as pumping stations, water storage tanks, pressure regulating stations, and water transmission and distribution mains as are necessary to deliver water to the development and to provide adequate pressure and capacity to such development. Sewer facilities include sewer pipelines, fittings and appurtenances, laterals and manholes as are necessary to provide sewer service to the development.
4. The Developer makes the necessary financial arrangements with the District to satisfy the above stated conditions.

3.3 Definitions

The following definitions are used throughout these Guidelines with the meanings stated below:

1. The term "**Board**" means the Board of Directors of the East Valley Water District.
2. The term "**District**" means the East Valley Water District. The term "Agent", when used with reference to the District, includes the District's officers, agents, consultants and employees.
3. The term "**General Manager**" means the General Manager of the East Valley Water District as designated by the Board to have charge, supervision, and administration of the East Valley Water District. The General Manager may, at his option, designate a person or persons to represent him for inspecting, and reporting on the work as it progresses.
4. The term "**Contractor**" means the construction company that enters into a contract with the District, or the Developer, to furnish material, equipment, and/or services, and the legal representatives of the construction company, or their authorized agent. The Contractor must hold a valid Contractor's license in accordance with the provisions of Division 3, Chapter 9 of the Business and Professions Code of the State of California, including all amendments.
5. The term "**Engineer**" means a California Registered Professional Engineer designated by the District to provide general engineering supervision of the work.
6. The term "**Developer's Engineer**" means the Registered Professional Engineer designated by the Developer to design the proposed water and/or sewer system facilities in accordance with the District's rules, regulations and standards.
7. The term "**Owner Property**" means any work site upon which the Contractor is required to work under the contract including private property, property owned in-fee by the District or upon which it holds an appropriate lease, right-of-way, license, or encroachment permit.
8. The term "**Developer**" means the person, persons, or firm having legal authority to enter into agreements with the District as related to work performed within public rights of way and Public Utility Easements and having legal responsibility of the Engineer and Contractor retained or contracted with by Developer to perform the work.
9. The term "**Owner**" means the administrator of the Contract, which may be the District or Developer of the overlying project or land development.
10. The term "**County**" means San Bernardino County, California.
11. The term "**Contract**" means the written agreement covering the performance of the work

including, but not limited to, the formal Contract, bonds and insurance, notice inviting bids, bidder's plan for construction and specifications, statement of experience, financial condition and references, bidding sheet, certified data sheet, special requirements, and District Standards (latest edition).

12. The term "*Water Supply Assessment*" means a report and/or study that determines if the water supply requirements as contained in SB610 (20011) have been met.
13. The term "*Will Serve Letter*" means a written statement from the District indicating that a proposed project is within the District's service area and has been included in the District approved master plans for water and/or sewer service consistent with the approved land use by the land use approving agency. If the project is not consistent with the current District Master Plans, the Developer shall be required to prepare a Sub Area Master Plan for review and approval prior finalizing the Entitlement process.
14. The term "*Work*" means the facilities that will be constructed or performed under the Contract or permit, including furnishing of all labor and materials.

3.4 Requirements of Other Public Agencies

The requirements for the design of water and/or sewer plans and systems specified in these Guidelines do not waive, nor are they intended to contradict, any requirements required by any other public agencies with authority over the Project.

Engineers designing plans and systems for acceptance by the District must be knowledgeable of, and must comply with, all regulations of the following entities, depending on the location of the project:

- City of Highland
- City of San Bernardino
- County of San Bernardino
- Caltrans
- State of California and Regional Water Quality Control Board
- Army Corp of Engineers
- US Fish and Wildlife
- California Dept. of Fish and Wildlife



Section 4: District Fees and Advance Payment Against Actual Cost

The District collects fees to recover the cost of providing all services necessary to facilitate new development. Capacity Charges are collected to cover the costs of infrastructure that has been installed within the District needed to provide service for the proposed project. These are essentially User Fees for use of existing or future capacity of the existing water and/or sewer system. The "Advance Payment Against Actual Cost" funds are also required from the Developer to cover actual costs incurred during the various functions such as plan- checking, inspection, and other services rendered by District staff to implement the Project. The following sections provide a description of water and sewer facility charges and advance payment against actual cost.

4.1 Water Capacity Charges

The water capacity charges as shown in "Current Charges and Deposits" (*Appendix A*) are collected by the District to pay for existing or future infrastructure needed to provide water service to the proposed development. The "Water Capacity Charge" is based upon the size of the water meter and its corresponding capacity to deliver water flow to the customer. These charges are used to fund that portion of the District's water supply, treatment, transmission, pumping, and storage capacities to serve the development. The "Meter Installation" fee is the cost for the District to provide and install the water meter after the Developer's contractor has installed the service line, angle meter valve and meter box.

4.2 Sewer Capacity Charges

The sewer facility charges as shown in "Current Charges and Deposits" (*Appendix A*) are used by the District to pay for related infrastructure to provide sewer treatment and collection service to the proposed development. These charges are based on the development's number of "Equivalent Dwelling Units (EDU's)." An EDU is a standard of measurement of sewage generated by a typical Single Family or Multi-Family residential unit (245 gallons per day). For projects, other than residential such as Commercial or Industrial, EDU equivalent is determined by using Table 10: "Sewer Connection Charge – EDU Factors" (*Appendix A-1*).

The Sewer Connection Charge is based on the total number of EDU's calculated for the overall development. The sewer connection charge will be calculated by the District based on the final approved development plan. These fees shall be paid to the District at the same time the water meter installation request is submitted.

4.3 Advance Payment Against Actual Cost

The "Advance Payment Against Actual Cost" is a cost recovery deposit used to cover the costs incurred to process the development package through the District's approval process, and is estimated based on project requirements. It is important to note that the initial deposit requested may or may not be adequate to complete all project processing tasks. For example, a project might require more plan-check review because the initial plans and subsequent drafts lack details or did not address prior comments. Some examples of project tasks requiring a deposit include:

- Entitlement Review
- Plan-check
- Inspection

Items submitted to the District for review must be complete and of required quality to allow cost-efficiency and reduce the need to collect additional funds beyond the initial deposit (as needed to complete tasks). *Unused portions of the deposit will be refunded back to the Developer. Should it be determined that the initial deposit is not adequate to complete the task, additional funds will be requested, and the subject task will be suspended until additional funds are received.*



Section 5: Entitlement Phase

The Entitlement Phase of a Development Project starts when the Developer approaches the District with a request for a Water and Sewer Will Serve Letter; and ends prior to submitting construction documents to the District for review and approval. During this review, the District will review the water and sewer facilities proposed by the Developer to serve the development and determine if any additional offsite improvements are needed. The District will initiate discussions with the Developer regarding a formation of a Development Agreement for the project.

5.1 Water and Sewer Will Serve Letter Requests

Requests for a Water and Sewer Will Serve Letters must be made using the “Will Serve Letter Request Form” (Appendix B) and be submitted to the District with the items identified in the “Requirements and Procedures for Requests of Will Serve Letters” (Appendix C) along with the appropriate Advance Payment of Deposit.

5.2 Water Supply Assessments

During the initial CEQA screening by the appropriate Planning Agency, the Developer’s project may be required to provide a Water Supply Assessment (WSA). The WSA is a more detailed report which contains specific information required by CEQA regarding the long-term water supply for the project. Preparation of a WSA, if required, will be the responsibility of the Developer.

5.3 About the District’s Development Agreement

Most Developer-funded projects will require that the Developer enter into a development agreement with the District (*Appendix I*). As outlined in the sample agreement, the Developer will be required to provide the appropriate bonds securing the agreement. A development agreement is required whenever the project will include the design and construction of water or sewer facilities which will be dedicated to the District. The Developer will be required to meet with the General Manager and District Engineer to review the project and the development agreement. The Developer may also be requested to make a presentation of the project to the Board of Directors, for information only, and to answer any questions from the Board.



Section 6: Design Phase

The Design Phase begins when the Developer's Engineer submits the first plan-check with the appropriate deposit as determined by the District and ends when the Developer schedules the Pre-Construction meeting for the project. During this phase the Developer's Engineer will submit design plans for the water and sewer facilities for the District's review and approval. It should be noted that the District will require private water and sewer systems for all the Multi-Family and Apartment Residential developments, commercial and Industrial Developments. These projects will be provided with master water meters. Water and sewer facilities constructed for Single Family Residential projects shall be constructed per District Standards and shall be dedicated to the District upon completion of construction and final acceptance.

6.1 Pre-Design Meetings

The Developer will conduct a pre-design meeting with the District after the District provides the Developer with a Water and/or Sewer Availability Letter. The meeting will provide the Developer with important design parameters such as system connection points and conditions of approval placed on the project by the District. The meeting must be attended by the Developer, the Developer's Engineer, the District's Representative and other key District personnel. The purpose of the pre-design meeting is to acquaint the Developer and the Developer's Engineer with the District's policies, standard specifications and procedures, as outlined in the "General Notes & Requirements" (Section 5.2 of the Guidelines).

6.2 Plan-Check Process

After the appropriate Plan-check Deposit is paid, and the Developer's Engineer submits the proposed drawings for the first plan-check along with all of the items detailed on the "Data Required for First Plan-check of Water and/or Sewer Plans" check sheet (**Appendix E**), the District will follow the procedures outlined in the "East Valley Water District Plan-check Procedures" guide (**Appendix F**). The Developer will be able to view and download the most current District Standards and Specifications on the District's website.

Approximate time for plan check turn-around is as follows:

- 1st Plan Check – 3 weeks turn around
- 2nd Plan Check – 2 weeks turn around
- 3rd Plan Check – 1 week turn around

For those plans, which due to incompleteness or errors, requires more than a 3rd Plan Check, a meeting will be required with the District to continue the plan checking process. In the event the plan check deposit has been exhausted during the plan checking process, plan checking will be suspended until an additional deposit has been made equal to the original deposit. When the District Representative is satisfied with the plan-check submittal, the Developer's Engineer will be authorized to produce and submit Mylar drawings to the District for signature by the District Engineer.

Prior to Mylar's being approved and signed, the District will require that:

- Appropriate signatures from other agencies having authority over the project have been acquired.
- All appropriate easements have been executed using the "Grant of Easement" template (*Appendix G*).

Prior to scheduling pre-construction meeting, the Developer shall provide to the District Improvement Bonds (Faithful Performance and Labor & Material) in the amount of 100% of estimated construction value and an Inspection Deposit in the amount of 10% of the estimated construction value as approved by the District Engineer.

6.3 Revising Approved Improvement Plans

If a revision or "As-Built" change needs to be made to a set of plans which have already been signed by the District, the proposed revisions must be "red-lined" on a copy of drawings and all changes must be encircled within a cloud and delta revision labeled. The revised plans shall be submitted to the District for review and approval. Once the revisions are approved, the Developer's Engineer shall update the original set of plans as approved by the District.



Section 7: Construction Phase

The Construction Phase begins with the scheduling of the Pre- Construction meeting and ends when all facilities have been installed and inspected per the approved plans. During this phase, the Developer and key individuals such as the Project Superintendent and the Developer's Contractor along with key District personnel will attend a pre-construction meeting to be conducted by the Developer (see *Pre-Construction Meeting Procedures* contained in this section). The Developer's Contractor will then install the water and sewer facilities per the approved plans.

Note that, during construction, the District will not allow jumpers to be installed in place of actual meters at any time. Also, during the construction of the Project, the District will inspect all utilities where they cross District facilities during dry-utility installation and prior to back-fill of the excavations (for subject work) to ensure that the District's facilities are undisturbed, meet specifications, and no damage has occurred.

As part of the inspection procedures for all sewer mains, a video inspection of the interior of the pipeline is used to verify that the material meets the District's Standards and that the installation of the sewer main meets the District's specifications (see procedures for Video Inspections contained in this section). For Tract projects, the Developer may elect to occupy certain phases of the project prior to completion and final acceptance of the entire project. It shall be at the discretion of the District to determine the scope of work needing to be completed for phased construction. The District will install meters after final inspection signoff and receipt of District Capacity Charge. Because the District's policy is to assume operational control of the water and sewer facilities once a customer moves into the home, the inspection is performed to ensure that all of water and sewer facilities (that serve the home) have been completed to District's specifications. After successfully passing the Pre- Occupancy Inspection, the District's Development Representative will send the appropriate notification to the City or County approving the move-in of the specific lots and/or addresses only.

7.1 Pre-construction Meetings

Pre-construction meetings can be scheduled for all development projects after the District has received, approved and signed the project Mylar's. The preconstruction meeting must be held prior to start of any construction on District facilities. The District's Representative (using the District's Pre- Construction Meeting Agenda) conducts the pre-construction meeting. The District's Representative, the District's Inspector, the Developer's Contractor, and the Developer's Project Superintendent must be present at

the pre-construction meeting. If any of these persons cannot attend, the meeting will be rescheduled. It is desirable to have a representative or inspector from the agency having jurisdiction present at the pre-construction meeting.

7.2 Requirements for Pre-Construction Meeting

The following requirements must be met prior to scheduling a pre-construction meeting:

1. The District Representative has verified that all fees have been paid, all bonds have been provided, all agreements have been executed, and the items on the pre-job checklist (**Appendix K**) have been completed.
2. All necessary material submittals for the project have been reviewed and approved by the District's Representative and the District's Inspector a minimum of five working days prior to scheduling the preconstruction meeting.
3. A District Inspector has been assigned to the project.
4. The Developer's contractor coordinates with the attendees to set a time and date for the pre-construction meeting to be conducted.

The pre-construction meeting is conducted using the District's "Pre-construction Meeting Agenda" (**Appendix N**), which lists pertinent discussion items. At the meeting, a copy of the pre-construction meeting agenda, along with copies of the pre-occupancy and final inspection checklist, are provided to those in attendance.

The inspection deposit will be required prior to start of construction. The inspection deposit is calculated based on 10% of the estimated total construction value of the water and sewer facilities to be installed as outlined in the "Determination of Inspection Deposits" (**Appendix H**).

7.3 Construction Inspection Requirements

Inspections are required at the following stages of construction. A minimum 24-hour notice, one (1) business day, shall be provided to the District Inspector:

1. Verification of trench bottom.
2. Placement of pipe bedding.
3. Placement of pipe material.
4. Placement and compaction of pipe zone backfill.
5. Placement and compaction of trench backfill.

The contractor shall not operate any District valve or make any tie-in to District facilities without the presence of the District Inspector. A minimum 48-hour notice, two (2) working days, is required for

any shut-down of District facility.

7.4 Use of Sewer Plugs

During the construction and phasing of a project it may be necessary to use one or more sewer plugs to protect the District's existing sewer system from a section currently under construction. The placement and location of these plugs will be at the direction of the District or its Inspector. ***Under no circumstances are these plugs to be removed without permission from the District.***

7.5 Video Inspection of Sewer Pipelines

Video inspections of sewer lines on tract projects are done to ensure that the newly installed sewer lines meet the District's Standards and specifications for material and installation. The video inspection is performed after the sewer lines and laterals have been installed, the streets are at final grade, and prior to the final air-test and after base paving. The Developer shall provide video inspection of the installed sewer line using the District's video inspection standards (***Appendix M***). A subsequent video inspection will be required if debris has been introduced into the sewer line or after required repairs have been completed. Videos are to be submitted to the District on DVD format with the completed and approved sewer system improvements for the project. The Developer is responsible for contracting directly with the video inspection company.

7.6 Pipeline Testing, Disinfection and Compaction

The Developer shall provide reports of all testing, disinfection and compaction utilized during the construction of any pipelines installed to become District facilities. Procedures for testing, disinfection and compaction are defined in the District Standard Specifications.



Section 8: Close-Out Phase

The Close-out Phase of a Developer project starts when: 1) all phases are complete, 2) construction is complete on the project, 3) final street cap paving is complete, and 4) the District has received a written request from the Developer to conduct a final inspection for a Notice of Acceptance. During this phase the Developer's Superintendent and Contractor will be working with the District's Inspector to correct any items related to the installation of the sewer and water facilities and prepare the project for final inspection by the District's Representative. Also, during this phase the District's Representative will be working with the Developer's Superintendent and Contractor to ensure that all of the items identified on the "Project Close-Out Checklist" (*Appendix P*) are completed and that all outstanding financial obligations have been met. In addition to the Mylar plans, the District requires submission of one complete digital set of the as-built drawings. The requirements for the digital disks can be found in "Digital Disk Requirements and Formatting" (*Appendix Q*). After completion of the final inspection using the "Tract/IP Final Inspection Sheet" (*Appendix R*), correction of any items identified during the inspection and the completion of all of the items on the Project Close-Out Checklist, the District's Representative will schedule the Project to be presented to the Board for consideration of final acceptance. After Board approval, the District's Representative will write a letter to the appropriate Planning Agency notifying them that the District has accepted the project. All activity and costs up to final acceptance will be calculated and a final invoice will be sent to the Developer for payment. In cases where a credit is due, the invoice will be accompanied with a check for the remainder of those funds that were deposited towards the Project.

8.1 Final Inspection

The Final Inspection is a more thorough inspection of the water and sewer facilities compared to the pre-occupancy inspection. The Final Inspection is normally conducted after construction has been completed on the project and final street cap paving is complete. The District's Representative, the District's Inspector, and a representative of the Developer must be present to conduct the final inspection. The procedure for this inspection is as follows:

1. The Developer requests final close-out and acceptance of the project by sending a letter request to the District.
2. The District's Representative will verify that all items on the project close-out sheet pertaining to the tract project (payment of fees, easement documents, as-built drawings and CDs, etc.)

3. have been completed and have been presented to the District.
4. The District's Inspector ensures that the project is ready for final inspection. After all items are complete to the District's specifications (and the approved plan) the Inspector contacts the District's Representative and notifies them that the project is ready for a final inspection.
5. The District's Representative schedules a time for the final inspection.
6. Once the required persons have accepted the time and date of the final inspection, the District's Representative will notify the Developer and the Inspector of the time and date of the inspection. The Tract Superintendent, the District's Inspector, and the District's Representative (or his designee) must be present to conduct the inspection. If any of these persons cannot attend, the inspection must be rescheduled. A copy of the as-built drawings and the completed and signed copy of the Inspector's punch-list must be presented at the final inspection.
7. The District's Representative conducts the final inspection and identifies any items for correction. The District's Inspector will ensure that any items identified during the final inspection are corrected.
8. The District's Inspector will verify that the as-built plan on the submitted CD is accurate and includes any changes identified on the final walk through inspection. The District's Representative will request that the Developer resubmit the CD if any inaccuracies are identified. The District's GIS Department will update atlas maps and GIS to indicate facilities that exist once the required actions on the "Atlas Map Updating Procedures for New Development" (*Appendix S*) are completed.
9. The District's Representative prepares and schedules the acceptance of improvements by the Board. The District's Representative will send the appropriate letter to the Developer notifying them of the District's acceptance of the facilities.

Water Capacity Fees

The water service capacity charge is the charge for the type and size of water service connection desired. Such regular charges shall be paid in advance by the applicant. Where there is no regular charge, the District reserves the right to require the applicant to deposit an amount equal to the estimated cost of such service connection. For service line installation benchmark costs, please refer to the Schedule of Water and Wastewater Rates And Charges.

For the current Capacity Charges, please refer to the District’s current Schedule of Fees and Rates, available on our Finance webpage. Note, shown charges do not include equipment, labor and materials. The Meter Connection Charges are the approximate charge for Installing the meter only in an existing meter box. Such fees shall be evaluated and calculated by the District. Capacity Fees are adjusted on July 1 each year by the ENR CCI index adjustment per Resolution 2019.19.

Wastewater Capacity Fees

The sewer service connection charge is the charge for the type and size of service connection desired. Such regular charges shall be paid in advance by the applicant. Where there is no such regular charge, the District reserves the right to require the applicant to deposit an amount equal to the estimated cost of such service connection. For the current Capacity Charges, please refer to the District’s current Schedule of Fees and Rates, available on our Finance webpage.

Fire Service Connection Charges

The fire service charge is the charge for the type and size of fire service connection desired. Such regular charge shall be paid in advance by the applicant. Where there is no regular charge, the District reserves the right to require the applicant to deposit an amount equal to the estimated cost of such service connection.

Installation charges will be estimated by the District based on availability of District staff to complete the work and site-specific construction conditions and requirements. If the applicant elects not to have District staff complete the installation then an administrative fee of 5% of the estimate will be charged.

Developer Service Charges and Fees

1. Availability Letter

A fee of \$155 will be charged for a water or sewer verification letter inquiry.

2. Construction Inspection Charge (per day or actual cost)

Where a customer service connection or facility requires inspection by District personnel, the

customer shall be charged for such inspection at the rate of \$905 per day. When District personnel are not available, inspection will be performed by third party inspectors retained by the District. The hourly rate for third-party inspectors will be established at the beginning of each third-party inspection assignment.

3. Development Agreement (per agreement or actual cost)

A Development Agreement is required whenever a project will include the design and construction of water or sewer facilities which will be dedicated to the District. This \$1,375 minimum fee will cover the cost to initiate and execute a Development Agreement with the District.

4. Development and Engineering Research Fee (\$95 per hr; 4-hr min)

This fee will provide funding for Engineering staff to conduct research and provide copies of materials to Developer Engineers such as plans, easements, and other development related materials. This would only apply to obtaining information for Developers that is unique to their development area and not general information such as fee schedules or District design standards.

The Research Fee also encompasses the District's time and effort spent on assisting customers who have a requirement to construct water or sewer main extensions, or other water and/or sewer facilities, which must meet District needs and conform to District standards.

5. Development Meeting Fee (per meeting, after first meeting)

This \$475 per meeting fee will provide funding for Engineering staff to prepare for and attend, meetings with developers regarding their projects beyond the initial project consultation meeting and set-up. This fee will primarily impact larger, more complex developments which may require multiple coordination meetings with staff.

6. Easement/Quitclaim Processing (per easement)

A minimum fee of \$975 will be charged for review and recordation of each Easement or Quitclaim document. If complexity of the legal document requires more time, legal counsel, or land surveyor counsel, actual costs beyond the minimum will be collected.

7. Fire Hydrant Installation Charge (actual cost or 5% of estimate)

Installation charges will be estimated by the District based on availability of District staff to complete the work and site-specific construction conditions and requirements. If the applicant elects not to have District staff complete the installation, an administrative fee of 5% of the estimate will be charged.

8. General Water/Sewer Service Inquiry

A fee of \$75 will be charged for a Technician’s time for general inquiries for service to a parcel. This inquiry usually arises from realtors and small developers.

9. New Construction Chlorination and Flushing Fee (\$355 min to actual cost)

A minimum fee of \$355 will be charged for new construction disinfection plan review, inspection, and flushing prior to sampling.

10. Sewer Manhole and Valve Can Deposit

A refundable deposit of \$1,500 per manhole will be charged for each sewer manhole structure shown on the sewer construction plans. A refundable deposit of \$500 per valve can will be charged for each valve can shown on the water construction plans. These deposits will be returned when all manholes and valve cans are constructed to final grade by the Developer’s contractor and verified by the District.

As an alternative to the manhole and valve can deposit, a guarantee bond may be provided in the same amount as the deposit. The guarantee bond shall contain covenants that are satisfactory to the District. Such bond shall remain in force until all manholes and valve cans are constructed to final grade by the Developer’s contractor and verified by the District.

11. Special Facility Charge

A special facility charge shall be required for development of limited service whenever special facilities, including pressure regulators are required. The charge to be made to a developer or owner of land that is considered by the District to be within a limited service area shall be based upon the Developer’s or Landowner’s proportionate share of the cost for the installation of such Special Facility. Such proportionate share to be borne by the developer or landowner shall be based on the percentage of such development to the entire limited-service area to be served by the Special Facilities; and the same number of acres or area under normal conditions and the cost of facilities to serve the acreage of area under special conditions at a higher cost.

12. Water Main Extension Charge

The water main extension charge is for the construction of a water main extending to the far side of the property to be served. This charge shall be based on the prevailing rates of time and material per District approved plans. The customer shall be responsible to provide the plans and for all applicable Water/Sewer Plan Checking charges described below.

13. Water Quality Sampling Fee (per sample)

A fee of \$135 will be charged for each water quality sample taken for new construction.

14. Water/Sewer Plan Checking Fee (per sheet)

This \$800 fee is collected per sheet and is a minimum that will cover up to three in-house plan checks. When District personnel are not available, plan checking will be performed by third-party Engineers retained by the District. The hourly rate and estimate for three plan checks for third-party plan checkers will be established at the beginning of each third-party plan checking assignment. The minimum fee per sheet established can be collected initially to begin plan checking and the Developer will deposit the difference to cover the third-party's plan check cost to the District. Should more than three plan checks be required, additional funds may be deposited to bill against, and hours will be billed at the Engineering Research Fee or the cost of the third-party Engineer. Plan checking costs shall be paid before plans are returned.

15. Water System Design Charge

A water system design charge shall be required for all main extensions, service connections and/or special facilities requiring the preparation of engineering plans and drawings. The water system design charge is hereby established as the fee charged by an Engineering firm of the District's choosing, plus an additional 10% thereof for the District's administrative costs. In the event the costs exceed the fees charged, the additional cost will be billed to the customer.

16. Will Serve Letter

Once a Developer has compiled or met all the items needed to make the request for a Will Serve Letter, per the Development Guidelines and Procedures Handbook, they may request and pay a minimum fee of \$575 to review and evaluate the infrastructure needs for a proposed project within the District's service area. Should additional time be required for reviewing the project information and to prepare the document, the hourly rate established for the Engineering Research Fee shall be assessed in addition to the minimum fee.

Summary of charges/fees for Developer Services:

CHARGE OR FEE NAME	CHARGE / FEE
Availability Letter	\$155
Construction Inspection Charge	\$905 (per day) or actual cost
Development Agreement	\$1,375 (per agreement; min to actual cost)
Development and Engineering Research Fee	\$95 (flat rate, per 4-hr min)
Development Meeting Fee	\$475 (per meeting, after first meeting)
Easement/Quitclaim Processing	\$975 (per easement)
Fire Hydrant Installation Charge	Actual cost or 5% of estimate
General Water/Sewer Service Inquiry Fee	\$75
New Construction Chlorination and Flushing Fee	\$355 (min to actual cost)
Sewer Manhole and Valve Can Deposit	\$1,500 (per manhole); \$500 (per valve can)
Special Facility Charge	Based on proportionate share of Developer or Landowner share of the installation of Special Facility
Water Main Extension Charge	Based on prevailing rates of time and material per District approved plans
Water Quality Sampling Fee	\$135 (per sample)
Water/Sewer Plan Checking Fee	\$800 (per sheet; 3 plan checks)
Water System Design Charge	Actual cost + 10% for administrative costs
Will Serve Letter	\$575 (min fee)

EAST VALLEY WATER DISTRICT

SEWAGE FLOW GUIDE FOR DOMESTIC WASTE DISCHARGE

Calculation for Commercial Use: Total gallons per day divided by 245 equals the number of Equivalent Dwelling Units (EDU);

For uses not listed: Sewage flow will be determined by the staff based on the information provided by the applicant, or by available

TYPE OF USE:	ESTIMATED SEWER FLOW (GALLONS PER DAY):
Apartments (4 or more units)	184 per unit (3/4 of EDU)
(Senior Housing-studio space only)	117.7 per unit
Assembly / dance hall	1.74 per seat (occupancy)
Auto service or gas station	0.04 per sq. ft.
Auto / truck washes	per equip. specs. x no. of vehicles
Ballpark restroom/concession	245 per building (one EDU)
Bowling alley (excluding food service)	65.4 per lane
Churches with kitchen	2.2 per sanctuary seat (occupancy)
without kitchen	1.3 per sanctuary seat (occupancy)
with private school	additional 13.1 gallons per student (occupancy)
Convenience store with take-out food service / kitchen	0.13 per sq. ft.
Country Club	43.6 per member
Detached out-bldg. / storage / garage no plumbing	no fee
Dry cleaners: with laundry service	0.02 per sq. ft. plus 1.8 x gal/cycle
Fitness Center	0.22 per sq. ft.
General occupancy	13.13 per person
Grocery stores: full-service market or mini-market	0.04 per sq. ft.
Hair salon	26.2 per station
Housing: single family	245 per dwelling (one EDU)
Industrial: light manufacturing	0.04 per sq. ft.,
Food processing	add: expected discharge from food prep
Heavy manufacturing	87.2 per person (occupancy)
Institution (resident)	55.8 per machine plus 1.8 x gal/per cycle

Laundromat; 12 lb. washer	80.2 per machine plus 1.8 x gal/per cycle
25 lb. Washer	95.9 per machine plus 1.8 x gal/per cycle
40 lb. Washer Laundry (commercial)	expected discharge per machine specs.
Manager's office/quarters (motel, mini-storage, etc.)	184 each
Medical: patient care (hospital)	87.2 per bed
Assisted care-senior housing	74.1 per bed
Nursing/convalescent home	87.2 per bed
Medical/outpatient care	0.17 per sq. ft.
Dental care	0.13 per sq. ft.
Mini-storage (excl. manager apt./office) w/ plumbing	0.004 per sq. ft.
Mini-storage without plumbing	no fee
Mobile home park	184 per space (3/4 of EDU)
Motels / hotels (excl. food service)	87.2 per room
Office building	0.09 per sq. ft.
Restaurant: Full Service	22 per seat (occupancy)
Fast food	13.1 per seat (occupancy)
Take-out food (no seating)	43.6 per employee (min. 2 employees)
Bar/lounge	13.1 per seat (occupancy)
Retail store (excludes food service/laundry)	0.02 per sq. ft.
RV travel park	87 per space
RV dump station	44 per estimated vehicles per day
School: Elementary	13.1 per student (occupancy)
Middle / high school / college	17.4 per student (occupancy)
Day care / nursery (full-day)	13.1 per child (occupancy)
Day care / nursery (half-day)	6.5 per child (occupancy)
School: Sunday	1.31 per student (occupancy)
Swimming pool: Private	included in housing project
Public	4.4 per swimmer (occupancy)
Theatre: Movie	4.4 per seat (occupancy)
Warehouse (excluding office space)	.01 per sq. ft.

SEWER & WATER AVAILABILITY REQUEST FORM



Please print legibly in ink.

DATE REQUESTED _____ DATE DESIRED _____

SEWER AVAILABLE _____ SEWER UNAVAILABLE _____

WATER AVAILABLE _____ WATER UNAVAILABLE _____

LOCATION (Street Address) _____

CITY _____ STATE _____ ZIP _____

REQUEST MADE BY _____

Owner Developer Engineer

MAILING ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

EMAIL ADDRESS _____

DISTRICT USE ONLY

LETTER SENT VIA Mail Fax Email Pick-up

CUSTOMER ACCOUNT NO.(S) _____

ASSESSOR PARCEL NO.(S) _____

NUMBER OF UNITS _____

Multi-Family/Apt. _____ SFR _____

Commercial _____ Condo _____

Engineering Dept: _____

Reviewed by: _____ Date _____

Appendix C

Requirements and Procedures for Request of Will Serve Letter

Items Needed for Will Serve Letters

1. Will Serve Letter Request Form.
2. Advance payment of Deposit determined by the District for processing request.
3. Tentative Tract or Preliminary Site Plan for proposed project.
4. Conceptual Utility Plan for project showing site utilities and proposed points of connection to District Facilities.
5. Estimate of water and sewer demand for project. (Commercial Projects)
6. Proof of Property Ownership/Grant Deed or Title Report.

Procedures for Will Serve Letter Request

1. Developer submits a request for a Will Serve Letter using the Will Serve Letter Request Form (Appendix B) along with the items specified above to East Valley Water District (District).
2. The District's Engineering Department will then review the proposed project and evaluate infrastructure needs for the project.
3. The District's Engineering Department will request a meeting with the Developer to discuss our evaluation of the project and determination of any onsite and/or offsite infrastructure needs for the project.
4. A Development Agreement (Appendix I) may be required for the project. If required, the agreement is required to be signed prior to plan check of any project improvement plans.
5. The District Engineering Department will prepare the Will Serve letter and provide to the Developer.
6. Conditions of Approval will be prepared for the project and be provided to the approving agency prior to Planning Commission approval.

Appendix D

Fire Flow and Hydraulic Analysis Requests

It is the policy of East Valley Water District to require a hydraulic analysis for Tract, Commercial, Industrial, School and Park Projects if these projects have not been accounted for in the District Master Plan. There is a necessity for accurate and thorough information to be provided on these various projects concerning calculations for design of private fire systems, water system design and in some cases to provide information to government agencies with oversight on specific projects such as schools.

Please include with your written request, an advance payment of deposit determined by the District, along with a copy of your "Conditions of Approval" from the City of Highland or the City of San Bernardino's Fire Department Engineering Division.

<https://www.municipalonlinepayments.com/eastvalleywd/easypay/y8HBlb5LkU-UOVg8vOEezg/fire-flow-test>

FLOW TEST REQUEST FORM



Please print legibly in ink.

CONTACT INFORMATION

DATE _____
APPLICANT _____
ORGANIZATION (if applicable) _____
MAILING ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____
PHONE _____ FAX _____
EMAIL _____
ALTERNATE CONTACT NAME _____ ALTERNATE'S PHONE _____

FLOW TEST REQUEST

Fee Schedule: A non-refundable charge in the amount of \$270 will be charged for each flow test performed.

ADDRESS _____
ASSESSOR'S PARCEL NO. _____
TRACT/LOT _____ LOCATION _____

ADDRESS _____
ASSESSOR'S PARCEL NO. _____
TRACT/LOT _____ LOCATION _____

ADDRESS _____
ASSESSOR'S PARCEL NO. _____
TRACT/LOT _____ LOCATION _____

SUBMIT TEST RESULTS Mail Fax Email Pick-up

DISTRICT USE ONLY

Test Date _____ Time _____
General Location _____
Main Size/Type _____ Pressure Zone _____ Map Pressure _____
Hydrant No. _____ Hydrant Type _____ Hydrant Size _____

PRESSURE		NOZZLE	
Initial _____ psi		Size _____ in	
Residual _____ psi		Flow _____ gpm	
Pitot _____ psi		@20 psi _____ gpm	

Application Accepted by: _____ Date _____

East Valley Water District | 3111 Greenspot Road, Highland, California 92346 | (909) 888-8986 | www.eastvalley.org

Appendix E

Data Required for First Plan Check of Water and/or Sewer Plans

Note:

Development Agreement, if required, must be approved and signed prior to submittal of first plan check.

RESIDENTIAL DEVELOPERS		
1.	Water and / or Sewer Plans	2 copies
2.	Approved Tentative Map with Conditions of Approval	1 copy
3.	Rough Grading Plan	1 copy
4.	Engineers Cost Estimate (District Form)	1 copy
5.	Plan Check Fees payable to East Valley Water District (5.0% x Engineer's Cost Estimate)	
6.	Hydraulic Calc's (if required)	1 copy
COMMERCIAL / INDUSTRIAL DEVELOPMENT		
1.	Items Listed in above requirements	
2.	Site Plan / Plot Plan	1 copy
3.	Landscape Irrigation Plan	1 copy
4.	Total Fixture Unit Calculations (Water & Sewer)	1 copy
5.	Fire Protection Plans and Fire Flow Calculations	1 copy

NOTE: INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED.

Appendix F

East Valley Water District Plan Check Procedures

Prior to Developer's Engineer (Engineer) commencing design engineering, it is required that the Developer's Engineer and the Developer's Representative meet with District's Engineering Department after the Will Serve Letter has been issued.

1. Engineer submits plan check package to District.
2. District conducts plan check and makes redline edits. Note: If, at 2nd plan check, the amount of redlines is excessive, the District's Engineering Department will request a meeting with the Engineer to discuss any problems or deficiencies. The Developer will also be made aware of this meeting and is welcome to attend.
3. District reviews and makes comments (in red) changes and transmits redlines back to Engineer.
4. Engineer makes revisions and transmits back to the District along with the redline copy; Item 1 above is then repeated etc. Note: Redline set must accompany revised set, or plans will be returned to engineer.
5. Once all revisions are complete to the satisfaction of the District, a recommendation for Mylars will be submitted. This will be in the form of a written request from the District to the Engineer.

At the time the District receives the plans from the Engineer, if the changes have not been made, the plans are returned to the Engineer with a request to complete redline changes.

If the Engineer adheres to the District's standards and specifications, as provided for within the East Valley Water District Standards Manual, and the above is followed, it is expected that the number of plan checks should not exceed three. For those plans, which due to incompleteness or errors, requires more than a 3rd Plan Check a meeting will be required with the District to continue the plan checking process.

Approximate time for plan check turn-around is as follows:

- 1st Plan Check – 3 week turn-around
- 2nd Plan Check – 2 weeks turn-around (*provided there are minimal changes and a meeting is not necessary as explained above*)
- 3rd Plan Check and all subsequent plan checks – 2 week turn-around

In the event the plan check deposit has been exhausted during the plan checking process, plan

checking will be suspended until an additional deposit has been made in an amount determined by the District Engineer.

Note: Any changes to the original intent of the plans (such as adding phases to a tract) may be considered as a 'new' plan check.

Appendix G
Grant of Easement

Recording requested by

When recorded mail to:

East Valley Water District
31111 Greenspot Road
Highland, CA 92346

APN

EXEMPT FROM RECORDING FEES PER GOVT. CODE §27383
NO DOCUMENTARY TRANSFER TAX PER R&T CODE §11922

GRANT OF PERMANENT EASEMENT

For valuable consideration, (enter name here) ("*Grantor*"), hereby grants to EAST VALLEY WATER DISTRICT, a public agency ("*Grantee*"), its successors and assigns, a permanent easement and right of way in, over, upon, under and across the lands hereinafter described to construct, reconstruct, install replace, remove, repair, alter, operate, maintain, inspect and utilize _____ (*enter name of project or facility, such as "a sewer lift station"*), together with any easement roads and appurtenances within the right of way including, but not limited to, cable for communication purposes, and for the ingress and egress throughout the entire easement area and right of way (collectively, "*Easement Area*") in connection with the exercise of any of the foregoing rights. The property subject to this easement is located in the County of San Bernardino, State of California, described as follows:

See Exhibits "A" (Description) and "B" (Plat) attached hereto and made a part hereof.

It is further understood and agreed that no other easement or easements shall be granted on, under, or over said Easement Area by the Grantor to any person, firm, corporation, or other entity without the previous written consent of said Grantee.

Grantor, and his successors and assigns, shall not increase or decrease, or permit to be increased or decreased, the now existing ground elevations of said Easement Area and right of way without the prior written consent of Grantee.

Grantor, and Grantor's successors and assigns, further agree that no building, fences, walls or other structures of any kind, or trees, shall be installed, constructed, erected, placed planted or maintained in any portion of the Easement Area, and no shrubs or other plants or vegetation shall be placed, planted or maintained in the portion of Easement Area which is included within any travel way, and that no changes in the alignment of grading of any such road will be made without prior written consent of the Grantee.

The Permanent Easement, as applicable, shall include, without limitation, the right and privilege of Grantee and its employees, agents, representatives, contractors, subcontractors, and workmen to: (i) perform all activities as may be necessary to facilitate the purposes of the Permanent Easement; (ii) use, control and occupy the Easement Area (iii) have access to, ingress to, and egress from the Easement Area; (iv) construct and utilize an access road within said Easement Area, and to use gates in all fences which now cross said Easement Area; (v) use and temporarily place and operate tools, equipment, machinery, and materials on the Easement Area, and (vi) trim, cut, remove, or clear away any trees, brush, or other vegetation or flora, including the roots thereof, located within the Easement Area. No additional fences or gates or gates shall be constructed across said Easement Area unless approved in writing by the Grantee. Grantee shall also have the right to mark the location of this easement in a manner which will not interfere with Grantor's reasonable and lawful use of said Easement Area.

The covenants contained herein shall run with the land.

This Grant shall inure to the benefit of and be binding upon the Grantor and Grantee and their respective assigns, heirs and voluntary and involuntary successors in interest.

IN WITNESS, WHEREOF, Grantor has executed this instrument this _____ day of _____,
20_____.

GRANTOR: (Enter name of entity/person here)

By: (Enter name of authorized person)

Its: (Enter title as stated in paragraph 1)

NOTARY ACKNOWLEDGMENT

(California All-Purpose Acknowledgment)

STATE OF CALIFORNIA)

) ss.

COUNTY OF _____)

On _____, 20 _____ before me, _____, notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

EXHIBIT "A"

LEGAL DESCRIPTION

OF EASEMENT AREA

[INSERT LEGAL DESCRIPTION HERE]

EXHIBIT "B"

PLAT

[INSERT PLAT HERE]

CERTIFICATE OF ACCEPTANCE

This is to certify that the interest in real property conveyed by that certain Grant of Easement to which this Certificate is attached from _____, to

EAST VALLEY WATER DISTRICT, a public agency ("Grantee"), is hereby accepted by the undersigned officer or agent on behalf of the Grantee, pursuant to authority conferred by resolution of the Board of Directors adopted on _____, 20_____, and the Grantee consents to recordation thereof.

Dated: _____, 20_____

EAST VALLEY WATER DISTRICT,

a public agency

By: _____

_____ (Name)

_____ (Title)

ATTEST:

Grant of Permanent Easement



East Valley Water District

ENGINEERING COST ESTIMATE

PROJECT NO: LOCATION: _____

BY: _____

DATE: _____

Item Description	Unit Cost	Quantity	Unit	Cost
DOMESTIC WATER				
4" PVC or Ductile Iron	\$ 100		L.F.	\$ -
6" PVC or Ductile Iron	\$ 130		L.F.	\$ -
8" PVC or Ductile Iron	\$ 160		L.F.	\$ -
10" PVC or Ductile Iron	\$ 170		L.F.	\$ -
12" PVC or Ductile Iron	\$ 190		L.F.	\$ -
16" PVC or Ductile Iron	\$ 230		L.F.	\$ -
20" CML&CSP or Ductile Iron	\$ 400		L.F.	\$ -
24" CML&CSP or Ductile Iron	\$ 500		L.F.	\$ -
4" Gate Valve	\$ 2,000		Each	\$ -
6" Gate Valve	\$ 3,000		Each	\$ -
8" Gate Valve	\$ 4,500		Each	\$ -
12" Gate Valve	\$ 6,000		Each	\$ -
12" Butterfly Valve	\$ 5,000		Each	\$ -
16" Butterfly Valve	\$ 9,000		Each	\$ -
20" Butterfly Valve	\$ 13,600		Each	\$ -
24" Butterfly Valve	\$ 16,000		Each	\$ -
1" Water Service	\$ 4,500		Each	\$ -
1-1/2" Water Service	\$ 5,000		Each	\$ -
2" Water Service	\$ 5,500		Each	\$ -
3" Water Service	\$ 7,000		Each	\$ -
4" Water Service	\$ 9,000		Each	\$ -
6" Fire Hydrant	\$ 12,500		Each	\$ -
Sub-Total Sewer:				\$ -
	5% Engineering & Staking:			\$ -
APPROVED BY: _____	Sub Total:			\$ -
	10% Contingencies			\$ -
DATE: _____				
TOTAL SEWER COST:				\$ -

	ENGINEER:	_____
	Prepared By:	_____
	R.C.E. Number:	_____
Place R.C.E. Seal Here	Expiration Date:	_____

TOTAL SEWER COST: \$ -

TOTAL DOMESTIC WATER COST: \$ -

TOTAL ESTIMATED PROJECT COST:	\$ -
--------------------------------------	-------------

ESTIMATED PLAN CHECK FEES: (10.0% of Estimated Construction Cost) \$ -

ESTIMATED INSPECTION FEES: (7.5% of Estimated Construction Cost) \$ -

Faithful Performance Bond: (100% of Construction Cost) \$ -

Labor & Material Bond: (100% of Construction Cost) \$ -

DEVELOPMENT AGREEMENT FOR WATER AND SEWER

THIS AGREEMENT is made this ____ day of____,__, by and between EAST VALLEY WATER DISTRICT, a public agency (hereinafter "the DISTRICT"), and____ (hereinafter "the DEVELOPER").

RECITALS

A. The DISTRICT is a County Water District organized and operating pursuant to California Water Code Section 30000 et seq.

B. The DEVELOPER proposes to subdivide and develop certain real property within the boundaries of the DISTRICT, which is located at _____, in the City of_____, County of San Bernardino, State of California, and is generally identified as Tract No._____(hereinafter "the PROPERTY). A copy of the Tentative Tract Map for the PROPERTY is attached hereto as Exhibit "A" and is incorporated herein by this reference.

C. The development of the PROPERTY will consist of_____dwelling units, and the DEVELOPER desires that the DISTRICT provide domestic water and sewer service to the PROPERTY. The DEVELOPER intends to design and construct the facilities necessary for water and sewer service to be furnished to the PROPERTY.

D. The DISTRICT supplies domestic water and sewer service within the area to be served and is the public agency empowered by law to provide such services to the PROPERTY.

E. The purpose of this AGREEMENT is to provide the terms and conditions under which the DEVELOPER will design and construct the facilities necessary for the DISTRICT to supply water and sewer service to the PROPERTY (hereinafter "the PROJECT").

COVENANTS

NOW THEREFORE, in consideration of the preceding Recitals and the mutual Covenants contained herein, the parties hereto agree as follows:

Section 1. DESIGN OF FACILITIES. The DEVELOPER agrees to design the water and sewer facilities for the PROPERTY in the following manner and according to the Rules and Regulations of the DISTRICT:

- a. The DEVELOPER agrees to design the water and sewer facilities for the PROPERTY in accordance with the DISTRICT's Standards for Design and Processing of Water and Sewer Plans.
- b. The DISTRICT may request certain changes to provide for oversizing of facilities, which DEVELOPER agrees to incorporate into the plans and specifications for the PROPERTY.
- c. The DEVELOPER shall furnish the DISTRICT with any and all easements necessary for the construction, operation, maintenance, and repair of any and all water and/or sewer facilities to be installed and/or used for the PROJECT. All easements shall be submitted to the DISTRICT for review and approval by the DISTRICT in the exercise of its sole discretion prior to the DISTRICT's acceptance of any dedication of the PROJECT facilities under Section 6 of this AGREEMENT.
- d. The DEVELOPER shall submit all plans, drawings, specifications, and contract documents, for all work to be performed pursuant to this AGREEMENT, to the DISTRICT for review and approval. The DISTRICT agrees to review all such documents in a timely manner and, upon inclusion of all changes thereto requested by the DISTRICT in a manner satisfactory to the DISTRICT, the DISTRICT will provide the DEVELOPER with authorization to proceed. The DEVELOPER shall not proceed with the construction of the PROJECT and any other water or sewer facilities for use on the PROPERTY until the DISTRICT so authorizes.

Section 2. CONSTRUCTION OF FACILITIES. The DEVELOPER agrees to construct the PROJECT and all other water and sewer facilities necessary for the PROPERTY in the following manner subject to the DISTRICT's approval:

- a. If Developer has not begun construction of any water and/or sewer facilities required under this AGREEMENT within 36 months of signature by the District, this AGREEMENT shall become null and void.
- b. The DEVELOPER shall obtain all necessary permits from the (County of San Bernardino, City of San Bernardino or City of Highland) and all other public or private

agencies required for the construction thereof. The PROJECT and all facilities appurtenant thereto shall be constructed as shown on the final project plans as approved and signed by the DISTRICT. The DEVELOPER hereby grants the DISTRICT full access to the PROPERTY and all other locations where the work contemplated herein is to be performed.

c. All facilities constructed pursuant to this AGREEMENT shall be in accordance with accepted standards and practices in the industry and in compliance with all local, state, and federal laws, rules, and regulations. The DEVELOPER shall be responsible for providing all labor, materials, and equipment necessary to perform the work for the PROJECT, and such work shall be performed in a timely and workmanlike manner by a party or entity acceptable to the DISTRICT. All such facilities shall conform to the DISTRICT's Standard Specifications for the Furnishing of Materials and the Construction of Water and Sewer Pipelines. All costs and liabilities in connection with the design and construction of the PROJECT shall be borne solely by the DEVELOPER.

d. The DISTRICT shall inspect and approve all work to be performed under this AGREEMENT. However, any approval by the DISTRICT of such work, or of the designs, specifications, reports, and/or materials furnished hereunder, is understood to be conceptual approval only and will not operate to relieve the DEVELOPER or its contractors, consultants, or subcontractors of responsibility for complying with all laws, codes, industry standards, and liability for damages caused by negligent acts, errors, omissions, noncompliance with industry standards, or their own willful misconduct. Further, neither the DISTRICT's review, approval, or acceptance of any of the work or services performed in connection with this AGREEMENT shall be construed as a waiver of any rights hereunder or of any defense or cause of action which the DISTRICT may have arising out of the performance of this AGREEMENT or any previous or subsequent agreements. The DEVELOPER shall cause the facilities constructed under this AGREEMENT to be inspected as required by any and all other public or private agencies.

Section 3. DEVELOPER'S COSTS. In addition to all other obligations imposed upon the DEVELOPER under this AGREEMENT, the DEVELOPER shall be responsible for the payment of all of the following:

- a. The DEVELOPER shall pay to the DISTRICT all, or any portion, of the connection fees for the PROPERTY at the time of request for meter installation. The DISTRICT will provide water and sewer service only to those specific subdivision lots within the PROPERTY for which payment in full has been made to the DISTRICT.
- b. The DEVELOPER shall be solely responsible for the payment of all costs, fees, and expenses associated with the project plan review and approval, construction, inspection, operation, maintenance, repair, and any relocation of existing facilities required of the PROJECT, including all costs, fees, and expenses incurred for the environmental analysis, engineering, and design of the PROJECT.
- c. The DEVELOPER shall comply with all rules, regulations, resolutions, and ordinances of the DISTRICT that are currently in place or may hereafter be adopted until such time the facilities are accepted by the District, and shall pay when due any and all fees, deposits, charges, rates, fines, penalties, taxes, and/or assessments that may be levied by the DISTRICT.
- d. The DEVELOPER hereby consents, and waives any objection, to the exercise of any and all collection remedies that are available to the DISTRICT under the law upon the PROPERTY and/or the person and/or property of DEVELOPER and its shareholders and partners.

Section 4. SECURITY.

- a. The DEVELOPER shall provide a Performance Bond and a Payment Bond for the PROJECT each in the minimum amount of not less than 100 percent of the estimated construction costs containing covenants, which are acceptable to the DISTRICT and the (County or City _____). The Performance Bond shall be released from the DISTRICT upon acceptance of construction by the DISTRICT. however, the Payment Bond shall be held for an additional six (6) months after DISTRICT's acceptance of construction.
- b. The DEVELOPER shall provide a Warranty Bond for the PROJECT in the amount of twenty five percent (25%) of the construction cost, which shall contain covenants which are satisfactory to the DISTRICT. Such bond shall remain in force for at least twelve (12) months from the date of acceptance by the DISTRICT of the dedication of said facilities.
- c. The DEVELOPER shall also procure and maintain during the performance of

this AGREEMENT such policies of insurance, bonds from an acceptable surety, cash deposits, escrow accounts, letters of credit, and other forms of security, in amounts and upon terms deemed sufficient by the DISTRICT in its sole discretion to protect the DISTRICT from any and all exposure to loss and/or liability.

Section 5. COSTS FOR OVERSIZING. Pursuant to Section 1.c. of this AGREEMENT, the DISTRICT agrees to pay to the DEVELOPER the incremental cost of oversizing any PROJECT facilities greater than twelve inches (12") in diameter for water distribution pipelines and ten inches (10") in diameter for sewage collection pipes. The DISTRICT shall determine the amount of the incremental cost of oversizing and the method of payment in the exercise of its sole discretion prior to its acceptance of the PROJECT facilities.

Section 6. DEDICATION OF FACILITIES.

a. The DEVELOPER shall, upon completion of the construction of all facilities to be installed hereunder to the satisfaction of the DISTRICT, dedicate said facilities to the DISTRICT by such instrument as the DISTRICT may prescribe, and the DISTRICT agrees to accept the dedication thereof by formal action of its Board of Directors. Thereafter, such dedicated facilities shall become and be operated and maintained by the DISTRICT as part of the DISTRICT's water and sewer system. The DISTRICT shall not accept dedication of said water or sewer facilities until all connection fees and any other fees due to the DISTRICT at the time of the DISTRICT's acceptance of DEVELOPER's facilities have been paid unless otherwise allowed under Section 3.a. herein.

b. The DEVELOPER hereby grants the DISTRICT by way of an easement, full access to the PROPERTY for the purpose of installing, operating, inspecting, maintaining, and repairing all meters, valves, and other appurtenances necessary for the DISTRICT to record, regulate, and control the amount of water pumped therefrom. Said easements shall be documented on the final tract map recorded within the proper jurisdiction or by separate instrument document.

Section 7. SERVICE RESTRICTIONS. Any obligation on the part of the DISTRICT to supply water to the PROPERTY pursuant to the terms of this AGREEMENT shall be excused in the event that the performance thereof is interrupted for any of the following reasons: riots, wars, sabotage, civil disturbances, insurrection, explosion, court order, natural disasters such as floods, earthquakes, landslides, and fires, and other labor disturbances and other catastrophic events which are beyond the

reasonable control of the DISTRICT. Notwithstanding any other provision to the contrary, the DISTRICT may suspend or refuse water service to the PROPERTY if the DEVELOPER is in breach, default, or violation of this AGREEMENT or any rule, regulation, resolution, and/or ordinance of the DISTRICT that is currently in place or may hereafter be adopted, or if such service would adversely affect the health, safety, or welfare of the DISTRICT's customers, or for any other reason deemed paramount by the DISTRICT in its sole discretion.

Section 8. NO REPRESENTATIONS, WARRANTIES, OR CLAIM OF WATER RIGHTS. The DISTRICT makes no express or implied representations or warranties concerning the quality, pressure, or temperature of any water delivered pursuant to the terms of this AGREEMENT, or the manner in which the water is provided, or its fitness for any particular purpose, and the DISTRICT shall not be held liable for any losses incurred or damages sustained as a direct or indirect result thereof, nor shall the DISTRICT be held liable for any losses incurred or damages sustained after the water furnished hereunder is transferred to the PROJECT facilities. Any water conveyed by the DISTRICT under this AGREEMENT shall not serve as the basis of, or otherwise support, any water rights claim that may be asserted by the DEVELOPER.

Section 9. LIABILITY FOR DAMAGES. The DISTRICT shall not be held liable or responsible for any debts or claims that may arise from the operation of this AGREEMENT, or for any damage claims for injury to persons, including the DEVELOPER and/or its officers, directors, shareholders, guests, invitees, trespassers, agents, contractors, consultants, and employees, or for property damage, from any cause arising out of or in any way related to the PROPERTY, the PROJECT, and/or the DEVELOPER's obligations hereunder.

Section 10. RELEASE. The DEVELOPER hereby expressly waives and releases the DISTRICT and its agents, officers, directors, and employees from any and all liability for the claims, actions, and/or losses set forth in Section 9 above and for any costs and expenses incurred in connection therewith. The DEVELOPER, notwithstanding the provisions of California Civil Code § 1542, which provides as follows:

"A general release does not extend to claims which the creditor did not know or suspect to exist in his or her favor at the time of the executed release which if known by him or her must have materially affected his or her settlement with the debtor."

expressly waives and relinquishes all rights and benefits afforded to the DEVELOPER thereunder and

under any and all similar laws of any state or territory of the United States with respect to the claims, actions, and/or losses referenced above. This AGREEMENT shall act as a release of any claims that may arise from the aforementioned whether such claims are currently known or unknown. The DEVELOPER understands and acknowledges the significance and consequences such specific waiver of Civil Code § 1542 and hereby assumes full responsibility for any injuries, damages, losses, or liability that may result from the claims identified above. This AGREEMENT shall also act as a release of any claims, actions, and/or losses set forth in Section 9 above, that may arise in the future whether such claims are currently foreseen or unforeseen.

Section 11. HOLD HARMLESS. Excepting the sole or active negligence or willful misconduct of the DISTRICT, the DEVELOPER shall indemnify and hold the DISTRICT and its officers, directors, agents, and employees harmless from and against all claims and liabilities of any kind arising out of, in connection with, or resulting from, any and all acts or omissions on the part of the DEVELOPER and/or its officers, directors, shareholders, partners, assignees, guests, invitees, trespassers, agents, contractors, consultants, and employees in connection with the PROPERTY, the PROJECT, and the performance of their obligations under this AGREEMENT, including design defects, even if occurring after the completion of the PROJECT, and defend the DISTRICT and its officers, directors, agents, and employees from any suits or actions at law or in equity for damages, and pay all court costs and counsel fees in connection therewith. In addition, the DEVELOPER agrees to defend, indemnify, and hold the DISTRICT harmless from and against all claims, losses, liabilities, damages, demands, actions, judgments, causes of action, assessments, penalties, costs, expenses (including, without limitation, the reasonable fees and disbursements of legal counsel, expert witnesses, and accountants), and all foreseeable and unforeseeable consequential damages which might arise or be asserted against the DISTRICT and/or the DEVELOPER with regard to the PROPERTY and/or the PROJECT which are alleged and/or determined to be tortious, and/or in violation of present and future federal, state, and local laws (whether under common law, statute, rule, regulation, or otherwise), including, but not limited to, the California Environmental Quality Act, Public Resources Code Section 21000 et seq., and the Guidelines adopted thereunder, California Code of Regulations Section 15000 et seq., all as the same may be amended from time to time.

Section 12. NOTICES. Any notice, tender, or delivery to be given hereunder by either party to the other shall be effected by personal delivery in writing or by registered or certified mail, postage prepaid, return receipt requested, and shall be deemed communicated as of mailing or in the case of

personal delivery, as of actual receipt. Mailed notices shall be addressed as set forth below, but each party may change its address by written notice in accordance with this section.

If to the DISTRICT:

East Valley Water District
31111 Greenspot Road
Highland, CA 92346
Attn: General Manager

If to the DEVELOPER:

Section 13. DISPUTES. Any dispute or controversy arising out of, under, or in connection with, or in relation to this AGREEMENT, and any amendments thereto, or the breach thereof, which is not resolved informally by prior mutual agreement of the parties hereto, shall be submitted to arbitration in accordance with the California Arbitration Act, Sections 1280 through 1294.2 of the Code of Civil Procedure. The parties shall pay the cost of such arbitration equally; however, the prevailing party in the arbitration shall be entitled to reimbursement of its attorney's fees and other costs incurred in connection therewith.

Section 14. ATTORNEYS FEES. If a dispute arises which cannot be resolved by arbitration, regarding the breach or enforcement of the provisions of this AGREEMENT, the prevailing party therein shall be entitled to recover all attorney's fees and other costs actually incurred in connection with reaching a resolution of the dispute whether or not an action, claim, or lawsuit is filed. In any action brought, the entitlement to recover attorney's fees and costs will be considered an element of costs and not of damages.

Section 15. INUREMENT. This AGREEMENT and all provisions hereof shall be jointly and severally binding upon, and inure to the benefit of, the parties hereto, their respective heirs, successors, legal representatives, and assigns, and each of the shareholders and partners of the DEVELOPER in their individual, separate, and/or other capacities.

Section 16. ASSIGNMENT. This AGREEMENT may not be assigned to any individual or entity without the written consent of the parties hereto.

Section 17. INTEGRATION AND AMENDMENT. This AGREEMENT constitutes the entire understanding of the parties hereto with respect to the subject matter hereof and supersedes any and all prior agreements, whether oral or written, between the parties in connection therewith. This AGREEMENT may not be amended unless in writing and signed by the parties hereto.

Section 18. CAPTIONS. The captions of sections and subsections of this AGREEMENT are for reference only and are not to be construed in any way as a part of this AGREEMENT.

Section 19. INTERPRETATION AND ENFORCEMENT. This AGREEMENT shall not be construed against the party preparing it, but shall be construed as if both parties jointly prepared this AGREEMENT and any uncertainty or ambiguity contained herein shall not be interpreted against any one party. Failure by either party to enforce any provision of this AGREEMENT, or any waiver thereof by such party, shall not constitute a waiver of said party's right to enforce subsequent violations of the same or any other terms or conditions herein. This AGREEMENT shall be enforced and governed by and under the laws of the State of California, and venue for any action brought to interpret and/or enforce any provision of this AGREEMENT shall be in a state or federal court located in the State of California that would generally have in rem jurisdiction over the PROPERTY.

Section 20. SEVERABILITY. If any portion of this AGREEMENT is declared by a court of competent jurisdiction to be illegal, invalid, or unenforceable, the remaining provisions of this AGREEMENT shall continue in full force and effect.

Section 21. TIME OF THE ESSENCE. Time is of the essence in this AGREEMENT, and the parties hereto agree to proceed in good faith, with due diligence, to complete all covenants and conditions set forth herein and to perform such further acts as is reasonably necessary to effectuate the purpose of this AGREEMENT.

Section 22. AUTHORITY. Each individual executing this AGREEMENT on behalf of a party hereto represents and warrants that he or she is fully and duly authorized and empowered to so execute on behalf of such party, and that this AGREEMENT is binding in the manner set forth in Section 15 hereof.

Section 23. OFFSET OF FEES FOR SHARES OF NORTH FORK MUTUAL WATER COMPANY. Should Developer seek to offset any fees described in this AGREEMENT through a transfer of shares in North Fork Water Company to District, the value attributed to such shares shall be based upon the fair market value to the District at the time of offset. The amount paid for the acquisition of the shares by Developer shall not be binding upon District and shall have no bearing on the amount of offset granted by the District to Developer.

IN WITNESS, WHEREOF, the parties hereto have caused this AGREEMENT to be executed by their respective officers as of the date first above written.

DISTRICT:

By: _____

Michael Moore, PE, General Manager / CEO
East Valley Water District

DEVELOPER:

By: _____

Name

Title

EXHIBIT

"A"

[Tentative Tract Map for the PROPERTY]

Appendix J

Items Required Prior To Scheduling Pre-Construction Meeting

1. Approved and signed Mylar's and two bond copies for inspection.
2. Inspection Deposit Paid.
3. Easements recorded (if applicable).
4. Performance and Labor & Material Bonds received.
5. Contractor's License verified.
6. Workers Comp Insurance verified.

Appendix K

Pre-Construction Meeting Agenda

Tract or Project#_____

Date_____

On-Site_____

Off-Site_____

Developer_____

Start Date_____

Superintendent_____

E-Mail_____

Inspector_____

EVWD Representatives_____

Contractor_____

County of San Bernardino Transportation Department_____

City of Highland / City of San Bernardino Representative_____

- Emergency phone number contact list.

Items discussed:

- All requests, questions and guidance are to be through your inspector.
- OSHA guidelines and District standards for safety will be strictly adhered to.
 1. Confined space entry.
 2. Trench shoring.
- USA Guidelines
 1. If you are calling for re-marks, make sure you do not just resend work continuing.
 2. Keep your USA current.
- Protect fire hydrants
 1. Painting (District will not accept painted units)
 2. Stamping ID
 3. Tack-weld 2 bolt
- Water valves
 1. Will be operated by District representatives only
 2. Will be accessible at all times and immediately after paving and final cap paving.
- Waterline shutdowns
 1. Schedule shutdowns through your Inspector. (no Mondays or Fridays)

2. All water line shutdowns will be scheduled 5 business days in advance of work.
 3. All shut downs will be at the District's discretion/direction.
- Meters.
 1. Meters will be issued after approval from the District Inspector and EVWD development fees have been paid
 2. It is not EVWD's policy to issue jumpers at any time.
 3. Meters will be issued on Mon, Tues, Wed, and Thurs, 8:00 am. -12:00 pm.
 4. Sewer must be accepted before meters will be issued.
 - Disposal of chlorinated water will be per NPDES requirements.
 - All angle stops will be locked off until all bac-t tests have passed and the new facilities have been accepted and meters set.
 - Please insure your water and sewer plans show any points of connection for water service for your landscape frontages and parks irrigation needs.
 - Bac T's and Heterotrophic plate sampling
 1. Will be done by the Water Quality Technician.
 2. It takes a minimum of 96 hours for results.
 3. Tests will include all water services and laterals.
 4. Tests will not be performed on any water systems currently being fed by a high line.
 - Tracer wires
 1. Will run continuous thru the services and appurtenances.
 2. Accessible at meters and appurtenance.
 - All manholes will be raised and accessible, within five days of paving and final capping.
 - Sewer air testing
 1. Initial test after compaction.
 2. After repairs (sags, cracks or damage).
 3. Last test is after all other utilities have been installed and prior to final cap paving. (base pave)
 - Video of sewer lines
 1. The District requires all video in DVD format (authored).
 2. The final DVD presented to the District will be representative of the sewer system, as the District will accept it with no issues pending.
 3. Prior to scheduling the video inspection, base paving will be in place and the manhole frames will be located at approximate grade.
 4. Video of the sewer lines will be required after any repairs or every line cleaning. Protect in place to avoid possible re-cleaning & video (especially during paving operations) (asphalt, base rock, paint, plaster, solvents etc. are not to be dumped into sewers).
 5. Sewer sags of 1/2-inch or greater are not acceptable.
 6. Don't accept bowed chipped or cracked pipe.
 7. Plugs are to be removed only at the direction of the District representative.
 - Mapping of sewer laterals

1. On-site to be completed by contractor. (stress accuracy)
- Prior to connecting to live sewer mains, the contractor will notify the District Inspector, 2 business days prior to the work.
 - Plug or cap all water and sewer pipes at the end of workday.
 - Install false bottoms on all manholes.
 - Maintaining separation of water and sewer laterals.
 - Water and sewer line location etched into curb face where they cross the curb. (accuracy)
 1. "S" for sewer and "W" for water.
 - Pre-occupancy inspection
 1. Will be performed prior to any approval of occupancy.
 2. Ask your Inspector for details for coordinating.
 3. Must be scheduled minimum 3 business days in advance.
 4. Occupancy phasing should include whole streets, manhole-to-manhole.
 5. Occupancy inspections will include the sewer lines to the point of discharge of the Tract.
 - Agriculture wells – If you have agriculture well on site, the District encourages the use of these wells to conserve potable water. Forms and applications must be filled out submitted to the District prior to their use.
 - Contractor's responsibility to keep all letters, excavation and OSHA permits up to date.

Appendix L

Project Close-Out Checklist

The following items must be submitted to EVWD before Projects are scheduled for acceptance by the Board:

- As-Builts Mylar's approved by the District
- Sewer Video of complete & accepted sewer system on DVD
- Agricultural Well Abandonment Certification (If Applicable)
- Copy of Final Map with Easements or Separate Instrument Grant of Easements
- Homeowner Improvement Disclosure Form (If Applicable)
- Back Flow Certs. (Tested & Accepted within 8 months of Acceptance)
- Final Walk thru with District (See attached Final Inspection Sheet)
- Fees/Account Paid/Current

INTRODUCTION

In addition to Mylar plans, EVWD requires submission of a digital copy of all plans of the water and sewer plans for the project. This digital copies shall be provided at the same time the mylars are submitted for District signature. All data shall be submitted on a computer disk (CD), containing data as outlined below.

The most important aspect of the submission is the "base" or "line work" that should show the new streets, lots, water, and sewer lines and appurtenances. A PDF copy of the final "As-Built" drawings (PDF's) of the water and sewer improvement plans shall be provided upon completion of the project. This data will be utilized to update water and wastewater atlas maps in the EVWD Geographic Information System.

DIGITAL DATA DISK REQUIREMENTS FOR "DESIGN" DOCUMENTS

1. All files transmitted will be in DWG (AutoCAD v2018 Drawing) format.
2. Data layering – Data layers must include specified data categories:
 - a. Project boundary.
 - b. Street centerlines.
 - c. Lot lines.
 - d. Water lines and associated water features.
 - e. Wastewater lines and associated wastewater features.
3. Data Integrity – Digital data checking criteria
 - a. The drawing must include one or more known location points, such as a street intersection, section corner, etc., in order to tie the drawing to a real location.
 - b. Base drawings are required to be consistent with State Plane NAD 83 CA Zone V Coordinates. These specifications regarding data integrity are format independent, although the layering must be consistent.
4. Data CD will be submitted with labels including the following information:

Date:_____	(Date submitted)_____
Tract or Parcel Map #:_____	(TR, PM, PP, CUP #'s)_____
Engineering Firm:_____	(Engineering Firm)_____
Developer Name:_____	(Developer Name)_____

DIGITAL DATA DISK REQUIREMENTS FOR "AS-BUILT" DOCUMENTS

1. Base data in DWG (v2018) format will be required.
2. Updated base file with any "As-Built" changes.
3. A PDF copy of each "As-Built" plan and profile sheet.

Appendix N

Tract/IP Final Inspection Sheet

Date _____

EVWD REP _____

Tract / IP# _____

Developer _____

Items to be presented to the District prior to the final inspection:

- CD with "As-Built" Autocad base file.
- CD with PDF of "As-Built" plan and profile sheets.
- "As-Built" mylar drawings.
- Recorded Easement documents, if required.
- The EVWD Inspector's completed punch list.

Note: Final paving must be complete before the final inspection.

Present at the inspection:

Developer representative: _____

Inspector: _____

Items inspected:

- Fire hydrants, blow offs and air vacs.
 1. In per plan and specifications.
 2. Painted.
 3. Bumper posts installed. (If applicable)
 4. Facing the right direction.
 5. Concrete pads poured.
 6. Tracer wire accessible.
 7. Air vac screens installed.
 8. Outlet caps installed with chains.
- Water valves
 1. Valve lids raised to finish grade, clean and accessible. (Off-site and On-Site)
- Meter
 1. Meter Boxes set to finish grade.
 - 2 feet minimum from driveway.
 - 5 feet from sewer lateral.
 2. Inside of box clean. Rock.

- Sewer manholes and system
 1. Manholes raised to finish grade to District specification and accessible. (Off-site and On-site)
 2. Sewer system videoed and tested to the discharge point of the tract.
 3. Sewer system clean.
 4. All sewer plugs removed.

Final acceptance: Sign by _____ Date _____



Contact Us

District Offices

District Headquarters

31111 Greenspot Road
Highland, CA 92346

Sterling Natural Resource Center

25318 5th Street
San Bernardino, CA 92410

Phone

(909) 888-8986

Website

eastvalley.org