1.0 GENERAL CONDITIONS FOR INSTALLATION OF WATER FACILITIES

Any work on Water Department facilities, including, but not limited to the installation of new service connections, water or sewer main, backflow prevention devices and associated appurtenances (water facilities), relocation or removal of existing facilities, not contracted for directly by the Water Department, shall comply with the requirements of this section. All work shall be submitted for review, required fees, and charges paid and approved in writing by the Water Department prior to the time the work is started.

A main extension (water and/or sewer) shall be required whenever useable main is not directly adjacent to the proposed parcel or development requiring water and/or sewer service, or when the adjacent main cannot meet the needs of the proposed development per Rule and Regulation Nos. 13 or 25.

An Applicant who desires to have Water and/or Sewer Improvement Plans reviewed and approved by the Water Department and subsequently enter into a Developer-Installed Agreement shall complete the Application For Developer-Installed Agreement/Water and/or Sewer Plan Review attached as Exhibit A and pay all applicable application and plan check fees.

A separate landscape irrigation meter shall be required for all new service connections that serve a parcel containing more than 5,000 square feet of irrigated landscape area for all commercial and industrial developments.

2.0 COMPLIANCE WITH SPECIFICATIONS

Main extensions (water and/or sewer), service connections, sewer laterals, and appurtenances shall be constructed by a contractor properly licensed by the State of California to
conform with all Water Department specifications, standards, and procedures, Ordinances, Rules and Regulations, and Building Codes which are in effect at the time the water and/or sewer plans are received for Water Department approval. In addition to all such specifications, standards, and procedures, Ordinances, Rules and Regulations, and Building Codes, the following requirements shall be met:

A. All new water facilities shall be disinfected and tested to the satisfaction of the Water Department before connecting the new mains to existing mains.

B. Connections to existing mains (water or sewer) shall be made by the Water Department, or a contractor contracted by the Water Department, under the supervision of an SBMWD-authorized inspector.

C. Existing water and/or sewer mains shall not be taken out of service for the purpose of making new connections when other options are feasible. Hot taps are typically feasible for water mains. Live installation of sewer lateral connections is typically feasible for sewer mains. Water and sewer mains may only be taken out of service with the specific approval of the Water Department.

3.0 EXTENSIONS OF WATER BACKBONE INFRASTRUCTURE

Extensions of water or sewer backbone infrastructure to developments or lands shall be made by either the Applicant or the Water Department as determined solely by the Water Department, as follows:

A. A Developer-Installed Agreement will be executed by the General Manager prior to or after tract or parcel map recordation.

If a Developer-Installed Agreement is executed prior to map recordation, permanent connection to Water Department facilities will not be allowed until the tentative tract or parcel map is recorded by the County of San Bernardino.

If a Developer-Installed Agreement is executed following map recordation with the County of San Bernardino, conveyance of title of the water facilities and
connection to the Water Department distribution system will be allowed if all Developer-Installed Agreement items are satisfied and the requirements of Section 3.0 of this rule and regulation are satisfied.

B. If the water or sewer backbone infrastructure is to be made by the Applicant, it shall submit to the Water Department for approval Water and/or Sewer Improvement Plans and Specifications prepared by a qualified professional engineer licensed in the State of California for plan check and approval per the procedures outlined in this Rule and Regulation and standards outlined in the latest Water Department's Design and Construction Standards.

(1) If the Water Department requires water and/or sewer facilities to be oversized, the Water Department reserves the right to require the Applicant to submit at least three itemized bids for the work from contractors duly licensed (Class A or C-34) by the State of California, qualified, bondable, and experienced in the type of work involved and acceptable to the Water Department. In the event the Water Department is not satisfied with the bids submitted, it reserves the right to require the plans to be revised and/or modified and then rebid one additional time. When a final bid is accepted by the Water Department, the Developer-Installed Agreement shall be executed by the General Manager subject to the Applicant satisfactorily completing all Developer-Installed Agreement action items.

C. If the Water Department elects to make an extension of the water and/or sewer backbone infrastructure, either by request of the Applicant or sole discretion of the Water Department, the Water Department will proceed with preparation of engineering plans and construction as expeditiously as its work schedule permits. Prior to issuing the specification for public bidding, the design fees and construction cost estimates for the Developer-required facility size plus 15 percent will be determined by the Water Department and be required to be deposited by the Applicant with the Water Department prior to advertising the specification for public bidding. The final cost of the work shall be the basis for the determination and calculation of refunds due to the Water Department or Applicant under Section 7.
D. Connections to Water Department water and/or sewer mains shall conform to the latest applicable SBMWD Standard Drawing.

4.0 **ADMINISTRATIVE FEES FOR WATER OR SEWER BACKBONE INFRASTRUCTURE REQUESTS**

The Applicant who desires a Developer-Installed Agreement with the Water Department pursuant to Section 2.0 shall pay the following fees and expenses that are due and payable prior to execution of the agreement:

A. Applicable application fee noted on the Application for Developer-Installed Agreement/Water and/or Sewer Plan Review Technical Information form attached as Exhibit A.

B. An engineering evaluation fee of one thousand dollars ($1,000.00) for costs incurred by Water Department for research necessary for water and/or sewer backbone infrastructure extensions.

C. A plan check fee of $1.00 per linear foot of water and/or sewer main extension, if Water Department personnel perform the plan check. If the plan check is performed by a Water Department contracted professional consultant at the discretion of the Water Department, Applicant shall be responsible to pay for all costs and expenses incurred by the Water Department including the consultant's plan checking fee. Applicant shall be required to pay the plan check fee associated with the contracted consultant prior to beginning the plan check.

D. Construction inspection fee for water backbone infrastructure by the Water Department and/or professional construction inspection consultant retained by the Water Department on an as-needed basis will be required prior to inspection of a project. Applicant shall be responsible to pay all costs and expenses incurred by the Water Department including any inspection consultant's fees. Applicant shall be required to pay the estimated inspection costs associated with the contracted consultant prior to beginning inspections.

E. All fees associated with Department connection of developer-installed main extensions and removal of
temporary water service connections with installation of fire hydrants pursuant to the latest SBMWD Standard Drawing shall be paid by the Developer.

F. The deferment of capacity charges only apply to developer-installed agreements for residential housing tracts (not industrial, commercial, or public entity main extensions). The industrial, commercial, or public entity shall pay all capacity charges prior to receiving an executed Developer-Installed Agreement. The Water Department will not allow beneficial use of any water, sewer collection, or sewer treatment service until all fees including capacity charges are paid in full. There may be an exception if the Applicant for a residential housing tract indicates at the time of application the desire to defer capacity charges. Under these circumstances, a Payment Bond shall be posted with the SBMWD as the beneficiary in the amount of 25 percent of the project's capacity charges and be included in the developer-installed agreement. This bond is to remain in place until all capacity charges are paid in full.

G. All fees listed above including any additional fees documented in the Cost Letter or Cost Invoice shall be paid in full prior to executing a Developer-Installed Agreement.

5.0 COST OF WATER OR SEWER BACKBONE INFRASTRUCTURE TO BE INITIALLY ADVANCED BY APPLICANT

The cost of all water and/or sewer backbone infrastructure shall be advanced by the Applicant requesting the infrastructure if the Applicant constructs the water backbone infrastructure or Applicant agrees to allow the Water Department to install the water infrastructure as outlined in Section 3.0, paragraph C of this Rule and Regulation. The Water Department will enter into a Water and/or Sewer Facility Oversizing Agreement that will provide for repayment to the cost of any oversized portion of the water and/or sewer backbone infrastructure lying between the original point of supply and the Applicant’s property. Payment for oversized facilities will be as determined according to the provisions of Section 7.

Any oversizing costs that are the responsibility of the Water Department must be based upon an oversizing prorated
percentage or estimated oversizing cost for each oversized water facility prior to construction and outlined in the Water Facility Oversizing Agreement approved by the Water Department and the Water Board. The Water and/or Sewer Facility Oversizing Agreement shall define the boundaries of the proposed special oversizing area; the type, extent and general route of the water and/or sewer backbone infrastructure to be constructed; and the methods for calculation of the actual oversizing costs to be collected and refunded to Applicants who advance the construction costs.

6.0 **AMOUNT OF APPLICANT ADVANCE**

For extensions made by the Applicant, it shall be the amount of the actual cost of the work. For extensions made by the Water Department on behalf of the Applicant, it shall be the amount of the deposit made by the Applicant as defined in Section 3.0, paragraph C. The final cost of the work shall be the basis for the determination and calculation of the frontage fee due by other Applicants making connection to said extension per Section 7.0 of this rule and regulation.

7.0 **REFUND PROCEDURE**

Payment of a refund under a Developer-Installed Agreement for oversized water and/or sewer backbone infrastructure shall be submitted in writing, accompanied by all other documentation as required by the Water Department, to the General Manager within ninety (90) days of the execution of the Conveyance Agreement transferring title of the infrastructure to the Water Department. Refunds as allocated thereto to an Applicant will only be made for oversized water and/or sewer backbone infrastructure systems and facilities that service areas not only of the Applicant, but areas of others as well, and as previously approved by the Board.

A. Final costs that are eligible for frontage fee are as follows:

1. Actual labor, material, equipment, and tools construction costs (including administration and safety and traffic control measures).

   Documentation must be submitted to the Water Department specifically itemizing the above costs
if Applicant installs the water or sewer facilities under a Developer-Installed Agreement.

B. Frontage Charge for Water and/or Sewer Service from Water Department Financed Water and/or Sewer Main Extensions:

All Applicants for water and/or sewer service from a water or sewer main installed and financed by the Water Department on or after June 1, 1977, where no mains were previously in service, shall pay all applicable charges and fees for water and/or sewer service and one-half (1/2) of the per lineal foot charge in effect at the time of construction for water and/or sewer service as described in Section 3.0, paragraph C for all parcel footage adjacent to and requesting water and/or sewer service. Should the applicant request water or sewer service for a parcel adjacent to both sides of the Water Department financed water or sewer main, the applicant shall pay the full per lineal foot charge as described in Section 3.0.

C. Frontage Charge for Water and/or Sewer Service From Applicant Financed Water Main Extensions:

Refunds will be made from fees collected from other Applicants or the Water Department whose properties are served by the water and/or sewer backbone infrastructure system or facility and shall be paid to the Applicant semi-annually.

The Water Department will implement a provision that over a period of ten (10) years from the date conveyance of the water and/or sewer infrastructure to the Water Department, the Water Department will refund semi-annually to the Applicant, or his assignee, the water and/or sewer main frontage charges that are collected from other Applicants requiring service from the Applicant's water and/or sewer main extension paid for by the Applicant. Any balance remaining on deposit at the expiration of said ten-year period shall become the property of the Water Department.

(1) This provision for collection and refund will apply when a new Applicant requests permission to connect to the facilities providing service from the water and/or sewer backbone infrastructure covered in the
D. Refund Deductions For Defects:

In the event any expense is incurred by the Water Department due to defective materials or workmanship on any backbone infrastructure work installed by the Applicant, within a period of one (1) year after conveyance to the Water Department, the amount of expense shall be deducted from any refunds that may become due to Applicant thereafter.

8.0 CONSTRUCTION TO CONFORM TO WATER DEPARTMENT STANDARD SPECIFICATIONS

All systems and facilities to be constructed shall conform to the Water Standard Specifications and Drawings for Construction of Domestic Water Systems or the Sewer Collection Standard Specifications and Drawings for Construction of Sanitary Sewer Systems, approved by the Director of Water Utility, Director of Water Reclamation, and Engineering Manager, latest edition.

Approved by Water Board: July 25, 2021
Effective: October 15, 2021
Supersedes: April 1, 2020
Please allow 3 to 4 weeks for Response to Application for Developer-Installed

This is the application for water plan review by the San Bernardino Municipal Water Department and must accompany the plan submittal along with the required application fee. Provide accurate and complete information as requested. DO NOT LEAVE ANY ITEM BLANK. Inaccurate or incomplete applications will not be accepted and will cause delay in the review process.

Date: __________________________

PROJECT TITLE & LOCATION:

Utility to be Improved: Water ☐ Sewer ☐

Number of Lots/Units: ___________ Gross Acres: ___________ Irrigated Landscape Area: ___________ Sq. Ft.

Number of Services: _______________ ☐ Individual Meters ☐ Master Metered

Is this property served by a well or other source of water?  ☐ Yes ☐ No

(If yes, is well to be abandoned?)  ☐ Yes ☐ No

Commercial ☐ Industrial ☐ Residential ☐ Other ☐

BUILDING PERMIT APPLICATION INFORMATION: (If Applicable)

City Plan Review #: _______________

Number of Buildings: _______________ Total Square Feet: ____________________________

(Largest building or area separated by 4-hour firewall)

Tallest Building Height: _______________

Construction Type Per Uniform Building Code, Table 6-A: _______________________________________________

Water Supply Assessment Required: ☐ Yes ☐ No (Water Code 10910)

FIRE FLOW DATA:

TOTAL FIRE FLOW REQUIREMENTS: ___________ GPM DURATION: ___________ (HOURS)

Total fire flow requirements are based on the building size or largest area between 4-hour fire walls and the type of construction in accordance with the UBC Table 6A & UFC Table III-A-A. (Consult with Fire Department having jurisdiction)

ONSITE FIRE FLOW REQUIREMENTS: (To be provided by the DCDA’s or FIRE SERVICE METERS)

A. Onsite fire hydrant requirements = ________________ GPM

B. Building fire sprinkler requirement = ________________ GPM

C. Onsite fire pump for sprinklers required: ☐ Yes ☐ No

If Yes: Rated capacity of the fire pump = ________________ GPM x 150% = ________________ GPM

NOTE: If onsite fire pumps are required, test flow requirements are normally 150% of pump rated capacity. (Consult with Fire Department having jurisdiction)

D. Onsite fire flow = ________________ GPM

(The higher of item A, B, or C)

FOR SBMWD USE ONLY

HYDRAULIC ANALYSIS:

Is a hydraulic analysis required in accordance with the Design and Construction Standards Section 2: ☐ No ☐ Yes  (If yes, date submitted ________________)

Page 1 of 4
**ENGINEERING FIRM INFORMATION:**

<table>
<thead>
<tr>
<th>Engineering Firm:</th>
<th>Print Name</th>
<th>Address</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Person:</td>
<td>Print Name</td>
<td>Phone</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**SIGNATURE OF REGISTERED PROFESSIONAL ENGINEER (CALIFORNIA PE#______________)**

**PRINT NAME OF PROFESSIONAL ENGINEER**
This completed form is required for water plan review by the San Bernardino Municipal Water Department and must accompany the plan submittal along with the Technical Application and required application fee. Do not leave any item blank. A space for additional information or explanations is provided on the reverse side of this form.

### SECTION 1 - PROJECT INFORMATION
Enter title as shown on the water plan. List all parcel numbers involved in the development. Indicate the type of project being developed using the codes on the reverse side.

**Project Title & Location:** __________________________________________________________

**Assessor's Parcel Numbers:** _______________________________________________________

**Type of Development Land Use Codes:**_____________________________________________

Use code from reverse side (From latest City of San Bernardino General Plan)

### SECTION 1 - PROJECT INFORMATION

CHECK IF SUBMITTING REVISED INFORMATION □

Provide information on individual or entity responsible for development of project. Do not list contractor or Construction Company hired to perform work. Any refunds due on project will be returned to the Developer. If Developer will change prior to project approval, please check here □ and provide that information in the explanations area on reverse side of this form.

**Developer Name:** ___________________________________________ **Tax ID#** _________________________________

**Developer Address:** ___________________________________________ **Number/Street** ___________________________ **City** ___________________________ **State** ___________________________ **Zip Code** ___________________________

**Telephone:** ___________________________ **Contact Name:** ___________________________

**Type of Organization:**

□ INDIVIDUAL □ CORPORATION □ PARTNERSHIP □ LIMITED LIABILITY COMPANY (LLC) □ GOVERNMENT

Name and title of persons authorized to bind the organization and will sign construction agreement:

(NAME) (TITLE)

(NAME) (TITLE)

### SECTION 3 - PROPERTY OWNER INFORMATION

CHECK IF SUBMITTING REVISED INFORMATION □

Property owner as recorded with the San Bernardino County Assessor's Office. If property ownership is in the process of transfer, or will be transferring in the near future, provide explanation on reverse side of form. If property recently transferred, provide copy of the deed.

**Property Owner Name:** ___________________________________________ **Tax ID#** ___________________________

**Property Owner Address:** ___________________________________________ **Number/Street** ___________________________ **City** ___________________________ **State** ___________________________ **Zip Code** ___________________________

**Telephone:** ___________________________ **Contact Name:** ___________________________

**Type of Organization:**

□ INDIVIDUAL □ CORPORATION □ PARTNERSHIP □ LIMITED LIABILITY COMPANY (LLC) □ GOVERNMENT

Name and title of persons authorized to bind the organization and will sign construction agreement:

(NAME) (TITLE)

(NAME) (TITLE)

**Acknowledgement:**
The information listed on this form will be used to prepare the Developer-Installed Agreement, service applications, and any other required documents. Projects may be delayed or rejected if the information is not corrected.

**DEVELOPER:**

**Signature** ___________________________ **Date** ___________________________

**Print Name** ___________________________ **Title** ___________________________
### LAND USE CODES

#### RESIDENTIAL
- RE = Residential Estate
- RL = Residential Low
- RL-3.5 = Residential Low
- RS = Residential Suburban
- RU = Residential Urban
- RM = Residential Medium
- RMH-20 = Residential Medium High/20
- RMH = Residential Medium High
- RH = Residential High

#### COMMERCIAL
- CO = Commercial Office
- CG-1 = Commercial General
- CG-2 = Commercial General-2
- CG-3 = Commercial General-3
- CCS-1 = Central City South-1
- UBP-2 = University Business Park-2
- UBP-3 = University Business Park-3
- CR-1 = Commercial Regional-1, Regional Malls
- CR-2 = Commercial Regional-2, Downtown
- CR-3 = Commercial Regional-3, Tri-City Commercial
- CR-4 = Commercial Regional-4, Auto Plaza
- CH = Commercial Heavy

#### INDUSTRIAL
- OIP = Office Industrial Park
- IL = Industrial Light
- IH = Industrial Heavy
- IE = Industrial Extractive
- UBP-1 = University Business Park-1
- CCS-2 = Central City South-2

#### PUBLIC/QUASI-PUBLIC
- RH = Residential High
- PFC = Publicly Owned Flood Control
- PF = Public Facilities
- RR = Railroad

#### OPEN SPACE
- PP = Public Parks
- OS = Open Space
- PCR = Public/Commercial Recreation

#### NONREFUNDABLE DEVELOPER-INSTALLED APPLICATION FEE: $750.00