



WATER AND SEWER SERVICE APPLICATION

PART 1 – GENERAL INFORMATION

APPLICANT CONTACT

NAME			
ADDRESS		PHONE <input type="checkbox"/> H <input type="checkbox"/> W <input type="checkbox"/> C	
CITY	STATE	ZIP	PHONE <input type="checkbox"/> H <input type="checkbox"/> W <input type="checkbox"/> C
EMAIL			

OWNER/BILLING CONTACT

same as Applicant

NAME			
ADDRESS		PHONE <input type="checkbox"/> H <input type="checkbox"/> W <input type="checkbox"/> C	
CITY	STATE	ZIP	PHONE <input type="checkbox"/> H <input type="checkbox"/> W <input type="checkbox"/> C
EMAIL			

PART 2 – PROPERTY AND CONTRACTOR INFORMATION

PROPERTY INFORMATION

SERVICE ADDRESS		LOT No	
CITY	ZIP	TRACT/SUBDIVISION	
ASSESSOR'S PARCEL No	BUILDING/GRADING PERMIT No	PERMIT DATE	
LOT SQ FT	No OF BLDGS	No OF STORIES	No OF DWELLING UNITS

SITE CONDITIONS:

- Private well is planned for the property
 Meter locations are paved or will be paved prior to service installation.

PART 3 - METERS TO BE INSTALLED / SERVICE USE

DESCRIPTION OF PROJECT:

MAX GALLONS PER MINUTE:	NUMBER OF METERS REQUESTED:
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SERVICE TYPE: (CHECK ALL THAT APPLY)

- Single family: _____ Baths
 Multi Family: _____ Baths
 Pool/Spa: _____ Gallons
 Outside Irrigation: _____ gal/yr. Max Flow: _____ (gpm)
 Commercial (Specify Type): _____
 Other (Specify Type): _____
 Temporary Water Service for Construction is Requested.
 Meter Upsize or Downsize from _____ to _____
 Master Metered
 Master Meter BPA Re-calculation:
 _____ additional BPA will be needed.

CONTRACTOR CONTACTS

DOMESTIC PLUMBER / CONTRACTOR NAME		
ADDRESS		OFFICE PHONE
CITY	ZIP	CELL PHONE
FIRESERVICE/PLUMBER/CONTRACTOR/NAME <input type="checkbox"/> same as domestic plumber / contractor		
ADDRESS		OFFICE PHONE
CITY	ZIP	CELL PHONE

PART 4 – FIRE PROTECTION BSFPD

The County of San Diego and Borrego Springs Fire Protection District (BSFPD) have determined the following Fire Protection Conditions for the proposed project:

- Fire Hydrant - Public: _____ GPM Required
 Fire Hydrant - Private: _____ GPM Required
 Sprinklers - _____ GPM Required

PART 5 - WASTEWATER SERVICE REQUEST

BWD Offers Sewer Services for customers in Town Center, Club Circle, Borrego Springs Resort, and Rams Hill

Please note the undersigned owner is requesting sewer service based on the rules and regulations of the District, and agrees to call for district inspection of the house lateral and tie-in before backfilling 48 hours in advance.

All lateral / road work is to be performed by customer. Please notify the District prior to construction and while trench is open for inspection.

CHECK APPLICABLE BOX BELOW.

- I am requesting to be a BWD wastewater customer.
 Commercial Food Preparation is planned.

Note: All applicants are cautioned of their responsibility to construct their sanitary plumbing system according to the County of San Diego Plumbing Code, and to install a grease trap and/or a P-trap, if necessary, to prevent grease from entering the sewer or allowing sewer gases to be vented on the premises. (Sewer Rules and Regulations, Sect 7.3.2)



WATER AND SEWER SERVICE APPLICATION CONT'D

PART 6 - BACKFLOW SURVEY

YES <input type="checkbox"/>	NO <input type="checkbox"/>	1. Do you have a well, either working or abandoned?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	2. Will there be a single meter servicing multiple user?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	3. Will this service also serve irrigation?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	4. Will you use non-potable liquids or chemicals on the property
YES <input type="checkbox"/>	NO <input type="checkbox"/>	5. Will the HVAC be operated with water?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	6. Will you have any equipment, other than residential, connected to the potable water system? Examples Include but are not limited to: re-circulating pumps, booster pumps, boilers, hydronic systems, solar systems, steam generators, or cooling towers?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	7. Will you inject chemicals into the fire line?

PART 7 - FIRE SURVEY

YES <input type="checkbox"/>	NO <input type="checkbox"/>	12. Will there be more than one fire service at this property?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	13. Will you need internal protection that requires a backflow device?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	14. Are you going to install a proper backflow assembly? Have you verified the appropriate device and location through BWD
YES <input type="checkbox"/>	NO <input type="checkbox"/>	15. Will there be any non-potable use, such as the use of recycled water, graywater, or rain water catchment systems? Explain: _____
YES <input type="checkbox"/>	NO <input type="checkbox"/>	16. Are you an Industrial, Commercial, or Institutional customer; or a residential developer applying for standard service?
YES <input type="checkbox"/>	NO <input type="checkbox"/>	17. Will there be a swimming pool, pond, fountain, or a decorative water feature on site?

PART 8 - ACKNOWLEDGEMENTS

ADDITIONAL INFORMATION COMMENTS:

APPLICANT SIGNATURE

PROPERTY OWNER / APPLICANT/AUTHORIZED AGENT	ASSESSOR'S PARCEL №
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SIGNATURE (By signing below I acknowledge that I have read and agree to each applicable section above.) _____

DATE _____

FOR BWD USE ONLY:

Application Filed Date: _____	BWD: _____
Will Serve Letter Issued Date: _____	BWD: _____
Will Serve Executed Date: _____	BWD: _____
Building Permit Rec'd Date: _____	BWD: _____
Construction Service Start Date: _____	BWD: _____
Certificate of Occupancy Rec'd Date: _____	BWD: _____
Pressure Regulator Needed: _____	BWD: _____

FOR BWD USE ONLY ID#2 Sewer Service, TCS:

Total EDU's Held: _____ Total EDUs in use to date: _____
 Total No. EDUs for This Service: _____

FEES:
 Capacity Fee: _____ EDUs @ \$712.80 P/EDU \$ _____
 Inspection: _____ EDUs @ \$50.00 P/EDU \$ _____
 Total Fees Due: \$ _____
 Balance of EDU's Left unused: _____

**PLEASE INCLUDE YOUR \$200.00 APPLICATION PROCESSING FEE BY CHECK OR MONEY ORDER
PAYABLE TO:
BORREGO WATER DISTRICT**

**BWD Commitment to Secure Water Rights for Small
Developments Acknowledgement Form**

BWD has a limited pool of water rights, known as BPA. BWD has decided to make available a limited amount of its water supply to help a limited number of small developments (aka Projects) within the BWD service area receive BWD water service.

Property Owner: _____ APN: _____

County Permit Application No.: _____

The undersigned acknowledges

	Initial
I have tried to secure BPA for my development and have been unsuccessful	
I have read the Water Supply for Small Development Resolution and associated documents, and I understand BWD will provide water service to serve the proposed Project based upon the estimated quantity of water needed for the Project, as determined by BWD following review of the Application.	
Once an Application is accepted and deemed complete, BWD will provide a Will Serve Letter outlining all water supply and service-related costs and conditions for the Applicant to receive water service as described in the Water Supply for Small Development Resolution and associated documents. If conditions are accepted by Property Owner/Applicant and all fees paid, BWD water service commitment will remain valid for up to 24 months.	
The available water supply/water service will be allocated on a first come, first served basis to qualifying applicants, with the application date priority given by BWD upon submitting the Application and Acknowledgement forms at the BWD office.	
I understand as a Property Owner I am ultimately responsible for any delinquent payments on future water bills on this account, including those of former tenants. Liens on future sale or annual property tax rolls are methods of collection available to BWD if amounts remain unpaid	
I understand and acknowledge as Property Owner that BWD's water supply is the tangible property of BWD, and by making such tangible property available to Property Owner, Property Owner is using, renting, or leasing BWD's tangible property. As such, any fee paid for such water supply is a fee paid for use of local government property, or rental or lease of local government property, and the amount of such fee reasonably relates to the value of the local government property interest conveyed.	

Signed _____ Date _____

BWD USE ONLY:

DATE RECEIVED BY BWD: _____ By _____

PROCEDURES FOR NEW WATER SERVICE

STEP ONE – SUBMIT APPLICATION: Property Owner shall complete and submit to BWD for review and comment the New Meter Application and BWD Commitment to Secure Water Rights for Small Developments Acknowledgement Form. In addition, a non-refundable Processing Fee of \$200 is due when completed documents are submitted to BWD. A two to four week turn for review and comment by BWD is projected and the actual length of BWD review is dependent upon the complexity of the proposed Project or Small Public Construction.

STEP TWO – BWD REVIEW OF APPLICATION: BWD will review the Application and respond to Applicant with a Will-Serve Letter specifying the conditions that must be met and all projected costs to receive water service.

STEP THREE – WILL SERVE LETTER EXECUTION & PAYMENT OF FEES: Applicant accepts BWD Will Serve Letter conditions and Property Owner signs and pays all fees including capacity charges, water supply charge, meter and service fee and any other costs identified by BWD following Application review. If after 30 days, the Applicant does not accept Conditions, the Application will be withdrawn from consideration. Will Serve Letters will be valid for 24 months unless extended, for cause, as determined by BWD. Customers will receive refund of any charges paid to BWD under this program upon termination of Will Serve Letter, provided that BWD construction, design, processing and related fees accrued to date will be non-refundable.

STEP FOUR – TEMPORARY WATER SERVICE FOR CONSTRUCTION INITIATED: Applicant shall provide copy of County Building Permit and submit a request for Temporary Water Service and pay fees, if any. BWD will temporarily turn on water meter during construction for up to 12 months total, subject to potential extensions for cause, as determined by BWD. The Property Owner/Applicant shall be billed at the BWD-approved rates for the proposed Project customer class and meter size.

STEP FIVE – RESIDENTIAL/COMMERCIAL WATER SERVICE INITIATED: The Property Owner/Applicant completes construction and submits copy of the Occupancy Permit to BWD when issued by County of San Diego. BWD initiates residential/commercial water service and Customer is entered into BWD Billing System with responsibility for payment of monthly base meter fees and volumetric water use.

BORREGO WATER DISTRICT

POLICY STATEMENT

SUBJECT WATER SUPPLY FOR SMALL DEVELOPMENT POLICY
NO. 2022-09-01
ADOPTED August 24, 2021 (Water Supply Pilot Program Conditions)
REVISED September 27, 2022

Subject to the conditions outlined below, BWD intends to make BWD water service available to proponents of qualifying Projects, including Small Public Construction, within the BWD service area with an estimated water demand of up to one (1) acre foot per year or less:

1. Applications for such BWD water service from proponents of eligible Projects will be accepted by BWD from July 26, 2022 forward, on a first-come, first serve basis with the priority date given by BWD upon submitting an application in person at the BWD office. No more than one application will be accepted for any landowner, Project proponent, Small Public Construction proponent or parcel. Applications and any commitment for water service made available under the Program are not assignable to any other land, parcel, or Project. Applications and any commitment for water service may be assigned to a new owner of a Project for which an application has been submitted or a BWD commitment made only with the advance, express written permission of BWD.
2. For the totality of all Projects, including Small Public Construction, collectively, BWD will make water supply available in a total amount of up to seventy-two (72) acre feet of Water Supply, as measured from the start of the Pilot Water Supply Program forward. Once that total amount is exhausted, no further BWD-owned water supply or water service will be made available under the Program to existing or future applicants, except as may be determined by the BWD Board of Directors.
3. For planning purposes, 1 EDU = .55 af per year of Water Supply required.
4. The Program described herein will terminate on the earlier of: (1) Will Serve Letters, as described below, being issued by BWD in favor of Projects, including Small Public Construction, in an amount of seventy-two (72) acre feet of water service, or (2) June 30, 2025, whichever occurs first.
5. Applicants will be required to submit a BWD Commitment to Secure Water Rights for Small Developments Acknowledgement Form (“Acknowledgement”) and New Meter Application (“Application”) to BWD substantially in the form of the attached Exhibit B. Applications must be completed in full and be submitted along with all required documentation to BWD at the BWD Office. The application form may be modified by BWD staff, as reasonably determined by the BWD General Manager.
6. The Application review fee will be \$200, non-refundable.
7. The cost to the Applicant of acquiring the BWD water supply made available under this Program (i.e., the “Water Supply Charges”) will be calculated by multiplying the estimated annual water demand of the Project in acre feet (af), as verified by BWD staff, times \$9,560/af . The Water Supply Charge will be subject to change at the discretion of the BWD Board of Directors.
8. Applications will be reviewed by BWD in the order received, provided such applications are complete and the application fee is paid in full.
9. Incomplete applications will be returned to the applicant. For prioritization purposes, applications will retain their original filing dates, so long as complete applications are resubmitted to BWD within thirty (30) days after BWD’s mailing out of incomplete applications back to the Applicant.

10. To qualify for BWD water service, Projects, including Small Public Construction, must use native plant materials in landscaped areas, and water efficient appliances/equipment.
11. If sewer service is available to the subject parcel, connection to the BWD sewer system is required.
12. Applicants shall meet all of the following conditions:
 - a. Applicants shall attest on the Acknowledgement form that they have searched for and been unable to locate Baseline Pumping Allocation (BPA) for sale for a reasonable price by any holders of BPA.
 - b. The applicant must provide BWD with evidence of County of San Diego interim and final approval of the Project, including Permit Number, Building Permit and Certificate of Occupancy—whether by written approval or waiver of County requirements by virtue of the Project’s type or size—or a pending land use application for the Project, if any. If County of San Diego approval is not required (e.g., for Small Public Construction), the Applicant shall provide evidence to BWD of the status or formal approval by the regulatory agency, if any, required to approve such Project or Small Public Construction. See Procedures for details (Exhibit A).
13. If all of the above requirements and conditions are met after BWD’s ministerial review of an application, and BWD water supply and service under this Program is still available at the time BWD’s review of an application is complete, BWD will so notify the applicant of all conditions needed to be met to establish water service in a Will Serve Letter. The following additional steps will then occur:
 - a. BWD will produce a “Will Serve” Letter (see Exhibit C) indicating the conditions under which BWD will provide water service to a qualifying Project, which will include a BWD-cost estimate for the Project (including Small Public Construction) to obtain water service.
 - b. If after 30 days, the Applicant does not accept the conditions, the Application will be withdrawn from consideration. Will Serve Letters will be valid for no more than twenty-four (24) months. All Projects must be completed on the ground, a certificate of occupancy or equivalent approval issued for the Project or Small Public Construction, and BWD water service commenced within such timeframe. A WSL may be extended, for cause, as determined by BWD. Customers will receive a refund of any charges paid to BWD under this program upon termination of the WSL, provided that BWD construction, design, processing and related fees accrued to date will be non-refundable.
14. Before BWD will commence water service to a Project:
 - a. All applicable BWD fees and charges must be paid, including but not limited to the BWD Water Supply Charge, meter/service charge and other costs identified by BWD or set by BWD policy.
 - b. For construction purposes only, water service may be temporarily provided by BWD through a newly installed meter at the qualifying Project site.
 - c. The applicant will provide BWD with a valid Certificate of Occupancy or equivalent approval for the Project or Small Public Construction to establish water service.
 - d. All other BWD policies, standards and requirements must have been satisfied in full.
15. The BWD Board will receive quarterly reports from Staff on the status of the Program. The Board will review, discuss and amend the rates and charges as needed (on an annual basis at a minimum) to ensure future BWD costs are being recovered.

**RESOLUTION NO. 2022-09-01 BORREGO WATER DISTRICT PROGRAM
REGARDING PROVISION OF WATER SUPPLY FOR SMALL DEVELOPMENT
PROJECTS**

WHEREAS, Borrego Water District (BWD) adopted its revised Policy For Water and Sewer Service for New Development (“Policy”) on April 27, 2021.

WHEREAS, Section 11(a) of the Policy states that a “Developer shall be responsible for acquiring and conveying to BWD the required water supply needed to serve the development with water, in amounts determined by BWD.”

WHEREAS, since entry of Judgment in the Borrego Springs Subbasin Groundwater Adjudication lawsuit (*Borrego Water District v. All Persons Who Claim a Right to Extract Groundwater, et al*, Orange County case no. 37-2020-00005776), concern has been expressed by landowners and other persons seeking to build or install new single family homes, other small residences, or small commercial and industrial projects meeting the definition of Small Public Construction (as defined below), or seeking to expand existing residences or projects (“Projects”), that water supply is not readily available for purchase for such Projects from private water supply holders within the Borrego Springs Subbasin.

WHEREAS, while water credits (as referenced in the Judgment) were formerly made available by BWD to assist in making water supplies available to such small Projects, under Section III(A) of the Judgment, “[a]ll water credits issued by BWD and/or the County pursuant to the BWD’s Demand Offset Mitigation Water Credits Policy (revised May 19, 2015) have been converted to BPA [Baseline Pumping Allocation] . . .” and the BWD’s Demand Offset Mitigation Water Credits Policy has been terminated.

WHEREAS, BWD has determined, subject to the conditions described below, that it is willing on a basis to make a limited amount of its current water supply available to allow Projects within BWD’s service area meeting the criteria described herein to become regular customers of BWD.

WHEREAS, BWD has also determined, subject to the conditions described below, that it is willing to make available water supply for new, small projects advanced for the public benefit and constructed by public agencies or public utilities (“Small Public Construction”) in need of up to one (1) acre-foot of water service, provided that the proponents of such public projects will become regular BWD customers and are located within BWD’s service area.

WHEREAS, the program will operate for a limited period of time, as described in the Water Supply for Small Development policy, with the goal and expectation that a private or other non-BWD sponsored market for the acquisition and sale of water supply may develop in the interim.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED BY THE BOARD OF DIRECTORS OF THE BORREGO WATER DISTRICT AS FOLLOWS:

The President of the District Board of Directors shall sign this Resolution and the District's Secretary of the Board of Directors shall attest and certify to the passage and adoption thereof.

This Resolution shall take effect upon adoption.

PASSED AND ADOPTED by said Board on this 27th day of September, 2022 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Kathy Dice
President of the Board of Directors
Borrego Water District

ATTEST:

Dave Duncan
Secretary of the Board of Directors
Borrego Water District

STATE OF CALIFORNIA)

) ss.

COUNTY OF SAN DIEGO)

I, Dave Duncan, Secretary of the Board of Directors of the Borrego Water District, do hereby certify that the foregoing resolution was duly adopted by the Board of Directors of the Borrego Water District at a meeting of said Board held on the 13th day of September, 2022.

Dave Duncan
Secretary of the Board of Directors
Borrego Water District