

Santa Clarita Valley Water Agency

Regional & Distribution Facility Capacity Fees

Guidelines* for New Commercial Developments

Commercial, Industrial, Retail, Warehouse, etc.

updated March 2021

** These guidelines are not intended to be all-inclusive and are subject to change without notice.*

Acronyms and Reference Notes:

SCVWA = Santa Clarita Valley Water Agency
CLWA = Castaic Lake Water Agency
NCWD = Newhall County Water District / **NWD** = Newhall Water Division
SCWD = Santa Clarita Water Division
VWC = Valencia Water Company / **VWD** = Valencia Water Division
FCF = Facility Capacity Fee
APN = Assessor Parcel Number
PDF = Portable Document Format (Adobe Acrobat)
POC = Point of Connection
WSA = Water Service Area
HOA = Home Owners Association
LMD = Landscape Maintenance District (maintained by the city or county)

Introduction:

Effective January 1, 2018 CLWA and NCWD along with the SCWD and VWC are now the ***Santa Clarita Valley Water Agency*** (SCVWA).

Since the merger of the CLWA with the local water retailers NCWD, SCWD and VWC, Facility Capacity Fees (FCFs) for the Regional (imported/wholesale) water system will be combined with existing Distribution (retail) water system in the Santa Clarita Valley. The local retailer, Los Angeles County Water Works District #36 (LACo#36), which services Val Verde and part of the Castaic area, has their own retail/meter connection fees and costs. However, Regional FCFs will still apply to the LACo#36 area.

SCVWA's FCFs for the Regional water system supports the wholesale water infrastructure and maintenance. The FCFs for the Distribution water system supports the local water retail divisions' infrastructure, maintenance and connection. If the Distribution FCF was already paid at the time of the planning phases, then it will not be charged again at the time of the Regional FCF.

The Guidelines:

The following Guidelines are to help make the process smoother for obtaining a certificate of clearance from Santa Clarita Valley Water Agency (SCVWA).

New commercial developments can either be one building project or many buildings grouped together as a commercial/industrial area.

SCVWA issues one invoice per building including the landscaping meter for the lot. If the project includes common area landscaping separate from the building parcels and/or LMD landscaping, then one invoice will be issued for the common area landscaping and one for the LMD landscaping.

How FCFs are calculated:

Regional (formerly called Imported or Wholesale) **FCFs** are based on the water meter size and the Water Service Area (WSA) in which the project is located.

Distribution FCFs are based on the water meter size and the service area in which the project is located. Projects that are currently in the Valencia Water Division (VWD) service area do not have a Distribution FCF at this time.

Please contact Mona Restivo at SCVWA (see last page) when the new commercial project is ready to begin (see contact information on the last page).

During or shortly thereafter the initial contact, the Developer/Applicant shall furnish the following:

- Submit general project description.
- Submit all Assessor Parcel Numbers (APNs) associated with the project
- Submit **Overall Site Plans** and mapping (PDF format) indicating layout of the proposed project, including proposed building(s) and landscaping.
- All plans must have a graphic scale bar in feet.
- Plans will remain at SCVWA and cannot be returned.

Submitting Plans for one Building (PDF format):

1) Cover/Title Sheet of the Plans

- a. Name of Project
- b. Assessor Parcel Number(s) (APN)
- c. Site Address (mandatory)
 - i. Include Suite Numbers or Address Numbers for each space (if applicable)
- d. Owner's Name, Address and Phone Number(s)
- e. Plan Check # (from the City BLD# _____ / from the County BL# _____)

2) Overall Site Plan (if part of a new development with multiple buildings)

- a. Plans must include a graphic scale bar in feet
- b. Indicate the exact location of all Water Meters/Points of Connection (POC) for each new building (domestic and landscaping)
- c. Indicate the Address of each building

3) Site Plans or Plot Plans of the individual New Building

- a. Plans must include a graphic scale bar in feet
- b. Plans should show the main water pipeline in the street and the lateral water pipeline to each Water Meter/Point of Connection (POC)
- c. Indicate the exact location of each Water Meter/Point of Connection (POC)
- d. Indicate each POC's use: Domestic or Landscaping
- e. Indicate the Water Meter Size for each POC
- f. If the building has individual spaces and a water meter is requested for each space, then identify each POC's location, their corresponding address (including a suite number if applicable), and the water meter size

Submitting Irrigation Plans for Common Area Landscaping and/or LMD areas, etc.:

Submit the following in a PDF format:

1) Cover/Title Sheet

- a. Name of Project
- b. Assessor Parcel Number(s) (APN)
- c. Site Address (mandatory)

- d. Owner's information
 - e. Plan Check # (from the City BLD# _____ / from the County BL# _____)
- 2) **Legend Sheet** if separate from the drawings
- 3) **Overall Irrigation Site Plan (one sheet if possible)**
- a. Plans must include a graphic scale bar in feet
 - b. Indicate the exact location of each Water Meter/Point of Connection (POC)
 - c. Each POC must indicate the **Water Meter Size**
 - d. Identify each POC (i.e. – POC 1, POC 2, etc.)

Other plans may be requested as needed.

Other Information:

- One FCF Invoice will be issued for each building, which includes the landscaping for that building's lot (Domestic & Irrigation)
- One FCF Invoice will be issued for one building that will contain multiple water meters for individual suites in the building and includes the landscaping meter for that lot
- The FCF for the Landscaping Common Areas and LMD landscaping areas must be paid first before the construction of buildings
- One FCF Invoice will be issued for the Common Areas
- One FCF Invoice will be issued for the LMD areas

Payment for the FCFs and Receiving Your Certificate of Clearance:

- Make check payable to: *Santa Clarita Valley Water Agency*
- Reference the Project Name and Building Address on the check
- One check per FCF Invoice
- To obtain your Certificate of Clearance
 - Make an appointment with Mona to pay the fee and receive your certificate
 - Before your appointment you may e-mail a scanned copy of the check to Mona Restivo (mrestivo@scvwa.org) where she will prepare the certificate of clearance
 - Remember to bring the original check or the certificate cannot be released
 - You will sign for the original certificate
 - Take the original certificate to the city or county
 - Keep a copy for your records

- If you are using the City of Santa Clarita's ePlans or Accela, SCVWA's portion of the agency approval list will be cleared within one hour of payment received

For all Facility Capacity Fee business/inquiries, please contact:

Mona Restivo
Senior Administrative Technician
(661) 964-3988
mrestivo@scvwa.org

Location for all FCF Business (including dropping off checks and picking up certificates of clearance):

**Santa Clarita Valley Water Agency
26515 Summit Circle
Santa Clarita, CA 91350**

Hours: By Appointment Only. There is no over-the-counter review of plans.
Monday - Thursday 8:00 AM to 5:00 PM. Open every other Friday 8:00 AM to 3:00 PM.