

Policy Number: 4.13.0

Title: Development Procedures

Introduction:

This policy has been developed to establish the procedures for the review, negotiations, cost allocation, study, design and construction of infrastructure associated with development within the District boundaries.

Ends:

The Board of Directors requires that all of the costs, including staff costs, associated with new construction and development of lands within the service area which fall under the jurisdiction of the Subdivision Map Act, shall be borne by the Owner/Developer and not the District or its existing customers. Also, the District wishes to retain control of all aspects of all infrastructure, which are to be dedicated to the District upon completion. To that end, the Board has determined that the following procedure shall be utilized for the orderly processing of these projects:

- a. The Owner/Developer shall meet with the District staff at the earliest possible time to discuss the project with regards to water, sewer, and fire protection services. These talks will include discussions of studies that may be required, impacts to existing facilities and mitigation measures.
- b. If staff feels it appropriate, the Owner/Developer will be required to fund via bond or deposit with the District, a study of the development's impacts on the District's services (impact study), which shall be conducted by the District's Engineer or other entity of the District's choosing. The scope of the study shall be dictated by the District. The findings of the impact study shall be utilized to determine and negotiate the mitigations which will be required by the District.
- c. If the impact study, environmental reports and determinations, and subsequent mitigation negotiations require design and construction of improvements to the District facilities, which will become the property and responsibility of the District, the District will contract with the District's Engineer or other entity of the District's choosing, to design said improvements. Again, the Owner/Developer shall be required to fund the cost of the design via bond, cash deposits or other form of secured financing acceptable to the District.
- d. Once design has been completed, the District shall at its discretion, put the project out to public bid. The costs associated with the bidding process, construction, staff time, construction management, material testing, etc, shall all be borne by the Owner/Developer via bond, cash deposits or other form of secured financing acceptable to the District.

Responsibility:

The Board of Directors and the General Manager shall be responsible for the implementation of this policy.