



VALLEY COUNTY WATER DISTRICT
14521 Ramona Boulevard, Baldwin Park, Ca 91706
Phone (626) 338-7301 · Fax (626) 814-2973 · www.vcwd.org

APPLICATION FOR NEW UTILITY SERVICE INSTALLATION

1. APPLICANT INFORMATION

Name or Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Cell Phone: _____

Email: _____ Estimate: Mail Email Both

2. NEW UTILITY SERVICE INFORMATION - CONSTRUCTION ESTIMATE

Type of Service: ___ Residential ___ Commercial ___ Fire Protection

Type of Construction: ___ New Install ___ Upgrade ___ Inspection

Quantity of Meters: _____ Size of Meters: _____

Site Plans to be submitted with application

Project Description, submit additional pages if needed:

Project Location: _____

City: _____ State: _____ Zip Code: _____

3. NEW UTILITY SERVICE INSTALLATION - CONSTRUCTION ESTIMATE PROCESSING

Utility Service Application Fee: \$65.00 [Transaction Code 56.0] Total Fees: \$ 65.00

Received By: _____ Date: _____



NEW UTILITY SERVICE INSTALLATION APPLICATION INFORMATION

- **Requirements for Requesting New Utility Service Installation**

1. Complete the Application for New Utility Service Installation. Incomplete Application will be returned, and application fee will not be accepted.
2. Pay the required \$65.00 non-refundable Utility Service Application Fee
3. Submit a site plan. Site plan requirements
 - Aerial map indicating location of project, property lines, street names, existing and proposed buildings
 - Location of proposed public water facilities required for the project, water meter, fire service, fire hydrant, etc.
 - Plan Prepared on a 11" x 17" sheet

Upon applying for a new utility service installation and paying the required Utility Service Application Fee, Valley County Water District will prepare an estimate for construction services, which will include the required Utility Service Application Fees, New Utility Service Installation Deposits, and Water System Access Fees. All information will be provided to the applicant for review. If the applicant chooses to proceed with the new utility service installation, the total estimate for construction services will need to be paid prior to construction services being rendered.

- **Completing the Application for New Utility Service Installation**

1. ***Applicant Information*** – This is the general contact information of the person or business requesting the new utility service installation and the person or business responsible for paying all required fees and deposits.
2. ***New Utility Service Information – Construction Estimate***
 - ***Type of Service*** – Based on the type of development being constructed at the Project Location, the services will either be classified as residential or commercial. Some commercial developments, depending on size and overall construction, may require the installation of a Fire Protection utility service.
 - ***Type of Construction*** – Valley County Water District provides three types of construction services, including new utility service installations, existing utility service size upgrades, and new utility service installation inspections.
 - ***Quantity of Meters*** – This is the total number of new utility service installations required for the development.
 - ***Size of Meters*** – Valley County Water District maintains the following utility service meter sizes:

Residential Utility Services: ¾", 1", 1 ½", 2"

Commercial Utility Services: ¾", 1", 1 ½", 2", 3", 4", 6", 8"

Fire Protection Utility Services: 4", 6", 8", 10"

- ***Project Location*** – This is the location where the new utility services will be installed and address of the new service install.
- ***Project Description***- Detailed Description of project, add additional pages if needed.

Note – Valley County Water District shall install new public facilities for the development either by the District's own forces or through the District's approved list of third-party contractors who are authorized to work on District facilities.