

Roosevelt Water Conservation District

General Instructions for Development Review

1. Developer will submit the following for all new developments within RWCD's ("District") jurisdiction and where appropriate for RWCD's review:
 - i. (2) Sets of complete plans;
 - ii. A completed and signed "Application for Review of Subdivision or Commercial Development Plan";
 - iii. A certified check for the appropriate amount as based on the Plan Review Fee Schedule or signed and attested Memorandum of Understanding for Residential/Commercial Project Review;
 - iv. A certified check for \$25,000.00 to be applied as a pre-bond security deposit. Such security deposit shall be collected by RWCD in addition to any design review fee and the project bond. Any portion of the security deposit not forfeited under penalty by the Developer (please see Construction Outline) prior to receipt of Notice to Proceed shall be refunded once the project has been completed and accepted by RWCD.
2. Developer will direct all engineering review needs to RWCD's engineering firm. RWCD's engineering firm will invoice Developer directly for all costs incurred for development review and Developer will be responsible to RWCD's engineering firm for reimbursement of all engineering costs associated with such review. RWCD shall deny final approval of the development project until such time as all cost(s) incurred by RWCD's engineering firm for design review have been paid in full by the Developer.
3. All correspondence will contain an RWCD control number assigned by either RWCD or RWCD's engineering firm upon receipt of the original submittal.
4. Developer will include with original plan submittal, as a minimum, items listed on Attachment A.
5. The signature page on each segment of the development plan shall include a signature block for RWCD's General Manager or designee as shown on Attachment B.

Attachment A

1. Locus of Plan.
2. General Site Plan with County or Municipal Plat Identification.
3. ROW dimensionals tied to boundary of project.
4. RWCD facility location(s), size & type, and elevation information.
5. For RWCD laterals, elevations at top & bottom of lining.
6. Grade elevations along all RWCD ROWs.
7. Identification of all utilities in or encroaching on RWCD ROWs.
8. Identification of all utilities proposed to reside within or encroach upon RWCD ROWs.
9. Drainage Report.
10. All other information as requested by HEC Engineering, please see website at www.hecengineering.com for further details.

Attachment B

RWCD General Manager or Designee

Date