

Project Information Intake Form for Development Services

EMWD is Committed to working in partnership with developers towards the successful completion of projects within our community.

This form is intended to assist with the initial inquiry/intake of your proposed project. Please email this completed form along with the following required documents to EMWD's Intake Group at DSIntakegroup@emwd.org:

1. Location Map of the proposed project, preferably in electronic (PDF) format
2. Conceptual design plans reflecting proposed utility connections, preferably in electronic (PDF) format
3. Any plans submitted or that will be submitted to the jurisdictional agency for review, preferably in electronic (PDF) format

Also if available (PDF format):

1. Map(Tentative or Approved)
2. Conceptual Grading Plan
3. Conceptual Utilities Plan
4. PWQMP (Preliminary Water Quality Mgmt. Plan)
5. Project Schedule

Following receipt of the completed form and requested documents, EMWD staff will review your project further and advise of the next steps in EMWD's Development process.

Note: If any of the questions below do not apply to your project, please answer "N/A"



Please Check one that applies:

I am familiar with EMWD's Development Services processes. Please provide me with the submittal requirements for Design Conditions based on the project information provided.

I am not familiar with EMWD's Development Services processes. Please review the project information and provide the next step in the process.

Project Name:	Tract/Parcel No:	APN(s):
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Today's Date: / /	Submitted By:
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A - PROJECT DESCRIPTION

1. Type of Service being requested?	2. Other Agency Water and/or Sewer purveyor involved:
3. Brief Project Description:	
4. Location w Directionals/Cross Street:	City of project location:
5. Existing Land Use:	6. Proposed Land Use:
7. # of :	8. Total Acres:
9. Building Square Footage:	10. Is a Water Supply Assessment Required?
11. Name of prior contact with EMWD staff for this project, if any:	12. Prior Work Order Number for this project, if any:

B - DEVELOPER CONTACT INFORMATION

13. Developer's Company Name:	
14. Developer's Contact Person:	
15. Company Address:	16. Suite:
17. City, State:	18. Zip:
19. Office Phone:	20 Cell:
21. E-mail:	22. Fax:

C - ENGINEER CONTACT INFORMATION

23. Engineer's Company Name:	
24. Engineer's Contact Person:	
25. Company Address:	26. Suite:
27. City, State:	28. Zip:
29. Office Phone:	30. Cell:
31. E-mail:	32. Fax:

D - CUSTOMER'S INTENT

33. I am (or represent)	Evaluating the project's:
...Other:	

E - COORDINATION WITH NEIGHBORING PROJECTS

34. List any other developer you are coordinating with in the vicinity of your project:



F- PROJECT SCHEDULE/ COORDINATION WITH JURISDICTIONAL AGENCY:

35. From the drop-down to the right, which of the City processes your project has already completed:

... Other:

36. When do you anticipate starting and completing construction?

37. List any other pertinent information for your project:

G - RELATED STUDIES:

38. List any studies that you have developed and/or reviewed, or that are related to your project/project area:

I - LANDSCAPE IRRIGATION - If EMWD is not the water purveyor, SKIP this section

39. Does your project include proposed landscaping?

If YES, check this box, answer questions 39 and 40

If NO, check this box (39 and 40 do not apply)

40. Identify project element type(s) and estimated acreage for each potentially landscaped area such as: Medical/Nursing, Commercial, WQ Basins, Mitigation Areas, Streetscape, Warehouse/Industrial, Schools, Parks, Golf Courses, and/or Decorative Lakes

Medical/Nursing Est. Acreage _____

WQ Basins Est. Acreage _____

Commercial Est. Acreage _____

Mitigation Areas Est. Acreage _____

Warehouse/Industrial Est. Acreage _____

Parks Est. Acreage _____

Schools Est. Acreage _____

Decorative Lakes Est. Acreage _____

Golf Courses Est. Acreage _____

Other (specify below) Est. Acreage _____

41. Other Landscaping and/or comments: