



LCWSA New Multi-Family Development Process

Pre-Construction

1. Submit to LCWSA:
 - Service Availability Request Letter Review Fee: \$1,000 water/ \$1,000 sewer
 - Service Availability Request Letter
2. LCWSA returns (usually within 4-6 weeks):
 - Service Availability Letter
3. Submit to LCWSA:
 - Plan Review Fee: \$750 for water/ \$750 for sewer
 - Plans: 1 Hard Copy, 1 Digital
 - Letter stating the number and type of units
4. LCWSA returns:
 - Drawing comments (within 2 weeks)
 - Opinion of Cost/Quote Sheet with fees and current vault pricing
 - Vaults are purchased through LCWSA. Vault pricing is good for 10 days, request current price from LCWSA before purchasing.
 - Other documents as needed.
5. Return digital copy of plans with comments addressed.
6. LCWSA notifies engineer and signs signature block when construction plans and an extra cover sheet are brought to the LCWSA office
 - *Review is good for 1 year from date of signature
7. Submit to LCWSA
 - Signed Construction Plans: 1 Hard Copy, 1 Digital
 - Impact Fees: \$1,000 x sum of residential equivalents
 - Residential equivalent:
 1. For 1 bedroom units: 200 gpd x # of units / (population factor x 100 gpd)
 2. For 2+ bedroom units/townhomes: 1 x # of units
 - Other Fees as required – Meter and Backflow Vault costs; LCWSA installation cost; off-site fees; etc.
 - *Impact Fees and Construction Inspection Fees doubled if water and sewer are both through LCWSA
8. LCWSA orders vault(s)