

ACD PACKET CHECK-OFF SHEET

This sheet contains a list of required information for processing Agreements to Construct and Dedicate Public Improvements (ACD).

***Please submit this sheet with the packet.**

Check if submitted:

- Developer Information Sheet
- Utility Service Application
- Utility Contractor Price Quote
- Copy of Plat
- Approved Water Plan Drawing Number _____
- HOP Agreement Letter from Ron Pacheco
- HOP - Not Applicable

COUNTY PROJECTS ONLY:

- City Council Approval Date _____

DEVELOPER INFORMATION SHEET

Developer's Name: _____
Address: _____
Telephone #: _____
Contact Person: _____
Legal Description of Property: _____
Plat Recording Date (month, day & year): _____
Record Book #: _____
Record Page #: _____
Present Owner of Property (exactly as shown): _____
Project Name: _____
Proposed Date of Completion (month & year): _____
Developer Engineer Name: _____
Address: _____
Telephone #: _____
Contact Person: _____
Developer Water Utility Contractor Name: _____
Address: _____
Telephone #: _____
Contact Person: _____
Construction Starting Date: _____
Type of Business Entity (NM Corporation, General Partnership, LLC, Individual, etc.): _____

NOTE:

1. Developer must fill out all the information above.
2. A Performance Bond from the Contractor, Certificate of Insurance and a check in the amount listed on Page 2 of Agreement to be supplied by the Developer.
3. SDCW requires contractor bid sheets (use SDCW format)
4. Developer is responsible for advising SDCW on proposed changes in start date to ensure availability of SDCW construction Inspector.

SDCW USE ONLY

Date Received: _____
Project Name: _____
Fire Hydrants: **YES** or **NO** **CITY** or **COUNTY** Quantity: _____
Drawing #: _____
W.O. #: _____
Inspector: _____

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

***Fill in all highlighted fields on this application. Applicant must sign and date application.**

Check one only: ___ Water Service Technical Evaluation Request
 ___ Agreement for Metered Service (AMS)
 X **Agreement to Construct and Dedicate Public Improvements (ACD)**
 ___ Annexation Application Water Budget
 ___ Water Offset Program/Water Rights Compliance Evaluation Request

WORK ORDER # _____

Applicant Name: _____

Project Address: _____

***Required - Attach a Plat of the Property (legal lot of record and proposed development)**

Plat Filing Information: Year _____ Book _____ Page _____ Township, Range, Section: _____

Location: (check one only) Inside Corporate City Limits _____ Outside Corporate City Limits _____

Property Uniform Property Code: _____ **Existing Well:** Yes _____ No _____

Legal Description including lot size: _____

Short Description of Project: _____

Construction Start Date: _____

***RESIDENTIAL PROJECT - Complete the following**

1. Type of project: (i.e. Single Family Residence, Subdivision, Lot split, Apartments) _____
2. Total number of lots approved on final plat/development plan: _____
3. Total number of homes existing or under construction: _____
4. Size of service requested: (5/8", 3/4", 1" or 2") _____

***Please fill in all categories below that apply for which water service is requested:**

--- COMPLETED BY APPLICANT ---

**Number of
Lots or Units**

- _____ Single Family Dwelling Unit, lot size less than 6,000 sq. ft.
- _____ Single Family Dwelling Unit, lot size 6,000-10,890 sq. ft
- _____ Single Family Dwelling Unit, lot size greater than 10,890 sq. ft.

- _____ Mobile Home (in Mobile home park)
- _____ Accessory Dwelling Unit

- _____ Apartment/Condominium
- _____ Senior Complex

_____ **Total**

--- COMPLETED BY STAFF ---

<u>Water Use Factors</u>	<u>Annual Water Demand</u>
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- | | |
|------------------|-------|
| .15 afy per d.u. | _____ |
| .17 afy per d.u. | _____ |
| .25 afy per d.u. | _____ |
| | |
| .17 afy per d.u. | _____ |
| .09 afy per d.u. | _____ |
| | |
| .16 afy per d.u. | _____ |
| .12 afy per d.u. | _____ |

Total Residential Water Demand _____ **AFY**

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

***COMMERCIAL PROJECT - Complete the following**

Type of Project: (i.e. Office, Retail, Mixed, etc.) _____

Total gross floor area of building: _____ square feet

Total area of lot, tract or parcel: _____ acres

Automatic Fire Sprinkler System: _____ Yes _____ No

Building Construction Type: _____

Building Square Footage: _____

Site Plan Attached: _____ Yes _____ No

*Please check all use categories below that are planned for the building and the gross floor areas of each use within the proposed building.

---- COMPLETED BY APPLICANT ----

Check Type of Use **Gross Floor Area**

Commercial

____ Office – Non-medical _____

____ Medical Office _____

____ Office – City/State _____

____ Research and Development Lab _____

____ Manufacturing – Goods _____

____ Manufacturing – Consumables _____

____ Laundromat, Commercial _____

____ Laundromat, Other _____

____ Drycleaner _____

____ Plant Nursery _____

____ Gyms with showers _____

____ Gyms without showers _____

____ Salons _____

____ Pet Grooming _____

____ Pet Daycare _____

____ Retail, Large _____
 (Individual stores or shopping areas > 75,000 sq ft)

____ Neighborhood Center/Medium Retail _____
 (Individual stores or shopping areas 75,000-25,000 sq ft)

____ Retail, Small _____
 (Individual stores or shopping areas < 25,000 sq ft)

____ Gallery _____

____ Grocery Store _____

____ Restaurant (full service) _____

____ Restaurant (limited service) _____

____ Gasoline Station w/ Car Wash _____

____ Gasoline Station _____

---- COMPLETED BY STAFF ----

Water Use Factors **Annual Water Demand**

(0.70 afy per 10,000 s.f.) _____

(0.72 afy per 10,000 s.f.) _____

(0.58 afy per 10,000 s.f.) _____

(1.18 afy per 10,000 s.f.) _____

(0.21 afy per site) _____

(2.33 afy per site) _____

(0.78 afy per machine) _____

(0.22 afy per machine) _____

(0.41 afy per site) _____

(0.56 afy per 10,000 s.f.) _____

(8.94 afy per site) _____

(0.77 afy per site) _____

(0.21 afy per site) _____

(0.52 afy per site) _____

(0.11 afy per site) _____

(0.45 afy per 10,000 s.f.) _____

(0.43 afy per 10,000 s.f.) _____

(0.06 afy per site) _____

(0.60 afy per site) _____

(1.27 afy per 10,000 s.f.) _____

(0.02 afy per seat) _____

(1.63 afy per Site) _____

(6.56 afy per Site) _____

(0.88 afy per Site) _____

City of Santa Fe, New Mexico
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<input type="checkbox"/> Car Wash (full service)	<input type="text"/>	(5.66 afy per Site)	<input type="text"/>
<input type="checkbox"/> Car Wash (limited service)	<input type="text"/>	(0.94 afy per Wash Bay)	<input type="text"/>
<input type="checkbox"/> Auto Repair	<input type="text"/>	(0.12 afy per site)	<input type="text"/>
<input type="checkbox"/> Car Rental	<input type="text"/>	(0.12 afy per site)	<input type="text"/>
<input type="checkbox"/> Car Sales	<input type="text"/>	(0.07 afy per 10,000 s.f.)	<input type="text"/>
<input type="checkbox"/> Self Storage	<input type="text"/>	(0.13 afy per site)	<input type="text"/>
<input type="checkbox"/> Wholesale, Warehousing	<input type="text"/>	(0.4 afy per 10,000 s.f.)	<input type="text"/>
<input type="checkbox"/> Industrial, Manufacturing	<input type="text"/>	(applicant estimate of water use)	<input type="text"/>
<input type="checkbox"/> Church w/ day care or school)	<input type="text"/>	(1.3 afy per Site)	<input type="text"/>
<input type="checkbox"/> Church w/o day care or school)	<input type="text"/>	(0.6 afy per Site)	<input type="text"/>
<input type="checkbox"/> Hotel	No. of rooms <input type="text"/>	(.13 afy per room)	<input type="text"/>
<input type="checkbox"/> Motel	No. of rooms <input type="text"/>	(.09 afy per room)	<input type="text"/>

Public Services

<input type="checkbox"/> School, Elementary		(0.53 afy per 100 students)	<input type="text"/>
<input type="checkbox"/> School, Middle or Junior High		(1.68 afy per 100 students)	<input type="text"/>
<input type="checkbox"/> School, Senior High		(2.64 afy per 100 students)	<input type="text"/>
<input type="checkbox"/> Schools, Daycare		(0.85 afy per 100 kids)	<input type="text"/>
<input type="checkbox"/> Places of Worship		(0.15 afy per site)	<input type="text"/>
<input type="checkbox"/> With Daycare and school		(0.95 afy per site)	<input type="text"/>
<input type="checkbox"/> Parks		(1.48 afy per acre)	<input type="text"/>
<input type="checkbox"/> Other (not listed above)	Please attach	(with attachment)	<input type="text"/>

water demand calculations and assumptions used

Total Floor Area

Total Commercial Water Demand **AFY**

Total Residential Water Demand **AFY**

TOTAL PROJECT WATER DEMAND **AFY**

City of Santa Fe, New Mexico
UTILITY SERVICE APPLICATION

<p>OWNER: _____</p> <p>Mailing Address: _____</p> <p>_____</p> <p>_____</p> <p>Phone Number: _____</p> <p>Mobile Number: _____</p>	<p>*Only If Applicable</p> <p>AGENT: _____</p> <p>Title: _____</p> <p>Mailing Address: _____</p> <p>_____</p> <p>Phone Number: _____</p> <p>Mobile Number: _____</p>
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Information Provided By: Check one: Owner _____ Agent _____

Signature: _____ **Date:** _____

Technical Evaluation to be Sent to: Check one: Owner _____ Agent _____

COMMENTS: _____

APPLICANTS, PLEASE NOTE:

- Ordinance 2008-53, prohibits new connections outside the presumptive city limits including the Agua Fria traditional historic community (AFTHC) unless specific conditions are met. Applications for service outside the presumptive city limits and AFTHC must include documentation showing these conditions are met or the application will be rejected. The documents required are shown below.
- A map of the proposed project in relation to the existing city limits and the presumptive city limits
- A detailed description of the proposed development including the type and size of proposed land uses
- The health, safety and welfare or other legal reason for the connection
- A site water budget
- Documentation from the County of Santa Fe that county water service is not available
- Documentation from the wastewater division regarding sewer availability
- A certified Santa Fe Homes Proposal as set forth in Section 14-8.11 SFCC 1987 if applicable