



# SEWER CONNECTION FEE CHECKLIST

## PUBLIC WORKS: ENGINEERING

LOCATION: \_\_\_\_\_ ADDRESS \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_  
NAME/COMPANY CONTACT PHONE NUMBER

### STEP I: PLANNING DEPARTMENT

Office: (909) 625-9477 | Counter Hours: Mon-Thurs 7am-9am & 4pm-5:30pm

Irrevocable Annexation Agreement Application complete & accepted  
Irrevocable Annexation Agreement - City Council approval  
Irrevocable Annexation Agreement - LAFCO approval

DATE STAFF INITIAL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### STEP II: BUILDING DEPARTMENT

Office: (909) 625-9477 | Counter Hours: Mon-Thurs 7am-9am & 4pm-5:30pm

Is a Building Permit required?  
YES NO (If NO, skip to Step III); If YES, continue:  
Permit paid? Date issued? \_\_\_\_\_

DATE STAFF INITIAL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### STEP III: INLAND EMPIRE UTILITIES AGENCY (IEUA)

Customer Service: (909) 993-1600 | Office Hours: Mon-Thurs 8am-5pm

Is an Inland Empire Utilities Agency Regional connection required?  
YES NO  
Is a permit from Inland Empire Utilities Agency required?  
YES NO (If NO, skip to Step IV); If YES, continue:  
Has the IEUA permit/documentation been verified?

DATE STAFF INITIAL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### STEP IV: SAN BERNARDINO COUNTY

Permit Office: (909) 387-8046 | Office Hours: Mon-Thurs 8am-5pm

San Bernardino County Roadwork permit(s) verified

DATE STAFF INITIAL

\_\_\_\_\_  
\_\_\_\_\_

### STEP V: ENGINEERING DEPARTMENT

Office: (909) 625-9478 | Counter Hours: Mon-Thurs 7am-6pm

Submit Construction Permit application  
Permit issued/paid

DATE STAFF INITIAL

\_\_\_\_\_  
\_\_\_\_\_

#### FINANCE DEPARTMENT

Entered By: \_\_\_\_\_ Date \_\_\_\_\_  
Effective: \_\_\_\_\_  
UB Acct No.: \_\_\_\_\_  
UB Code: \_\_\_\_\_  
MVWD Notified: \_\_\_\_\_

#### FEE CALCULATION

#### ACCOUNT

#### COST

City Reimbursement Fee/Sewer Connection Fee	[1501-0000-35630-300]	\$ _____
Capital Outlay Fee/CCRA	[1703-0000-21310-208]	\$ _____
Irrevocable Annexation Agreement	[1001-0000-35710-300]	\$ _____
Construction Permit	[1001-0000-33210-300]	\$ _____
<b>*Building Department Fees are separate</b>		<b>*TOTAL \$ _____</b>