

November 11, 2011

Re: New Procedures for Development at Soos Creek Water and Sewer District

Dear Developers and Engineers ,

We wish to inform you that we have several new procedures for developing in the Soos Creek Water and Sewer District. Before you start a project in our District we encourage you to contact us and visit our web site to get your project started in the right direction.

Some of the changes include:

- A pre-application meeting with the District and an Engineering Representative will be required before you can apply for a Developer Extension Agreement; the District meeting fee of \$250.00 will be due at the time of the meeting.
- You will hire your own engineer to design the sewer and water systems. Roth Hill will review all of the plans submitted to the District.
- Lower upfront costs to start a project, \$ 1,000.00 DE intake fee per utility until the preconstruction meeting, assuming only 1 plan review cycle is needed.
- The 1<sup>st</sup> plan review cycle will be covered by the District with no cost to you. If you need additional plan reviews additional plan review fees will apply.
- Your engineer will be responsible for the permit applications and easement preparations.
- You will hire and use your own surveyor for the construction survey.

Please take a moment to review the enclosed Process and Time Frame reference sheet that outlines our development steps and visit our web site at [www.sooscreek.com](http://www.sooscreek.com) , on the “For Developers” tab to see our plan review and design requirements, our most current specs and standards and print out a DE Application for submitting your project.

Please note, after December 31, 2011 all projects currently on file will need to use an outside engineer to re-design/finish design on the projects that we have on file. A copy of the ACAD files that were previously designed by Roth Hill Engineering can be obtained by requesting the files in writing to our Development Department. If you wish to continue with Roth Hill Engineering you will need to contact them directly for their services.

If you have any questions you can reach the Development Department by calling 253-630-9900, option 4 or email us at [customer\\_service@sooscreek.com](mailto:customer_service@sooscreek.com), Attn: Development Department.

Thank you,

SOOS CREEK WATER AND SEWER DISTRICT