



**CITY OF PRESCOTT**  
**PUBLIC WORKS DEPARTMENT**  
**BENJAMIN BURNS, SR. ENG TECHNICIAN**  
**433 N VIRGINIA ST, PRESCOTT, AZ 86302**  
**(928) 777-1130 (F) 928-771-5929**

## WATER SERVICE AGREEMENT APPLICATION

PERMIT #: WSA \_\_\_\_\_

*Please complete the form and submit a legible legal description on a separate sheet of paper as well as a site plan of the subject property with proposed improvements. Submit all documents and the filing fee directly to the Community Development Department at 201 S. Cortez St, Prescott, AZ 86302.*

APPLICANT NAME: \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

LEGAL OWNER NAME: \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ CELL: \_\_\_\_\_

PROJECT SITE ADDRESS: \_\_\_\_\_

CURRENT ZONING: \_\_\_\_\_ PROPOSED ZONING: \_\_\_\_\_

ASSESSOR'S PARCEL NUMBER(S) OF EXISTING PROPERTY:

- -	- -	- -	- -
- -	- -	- -	- -

EXISTING WATER/SEWER (Y/N) : \_\_\_\_\_ IF YES,  
 WATER MAIN SIZE: \_\_\_\_\_ SEWER MAIN SIZE: \_\_\_\_\_

EXISTING WELL (Y/N): \_\_\_\_\_ IF YES, *Wells must be formally abandoned as part of this water service application. Contact the local office of the Arizona Dept of Water Resources (778-7202) for the requirements.*

PROJECT DESCRIPTION: # OF PROPOSED UNITS \_\_\_\_\_ # OF PROPOSED LOTS \_\_\_\_\_  
 OTHER \_\_\_\_\_

**FEES:**

- |   |  |
|---|--|
| <input type="checkbox"/> \$ 50.00 LOT SPLIT   | <input type="checkbox"/> \$ 50.00 SINGLE FAMILY RESIDENCE        |
| <input type="checkbox"/> \$200.00 SUBDIVISION | <input type="checkbox"/> \$200.00 MULTI-FAMILY, MOBILE HOME PARK |

**(OFFICE USE ONLY)**

- LEGIBLE LEGAL DESCRIPTION INCLUDED
- SITE PLAN/PLAT INCLUDED
- FILING FEE INCLUDED: AMOUNT \$ \_\_\_\_\_
- WITHIN CITY OF PRESCOTT       OUTSIDE OF CITY LIMITS (COUNTY)

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**(PLANNING USE ONLY)**

**PRE-APPLICATION CONFERENCE** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO** **IF YES, PAC NO:** \_\_\_\_\_

**GIS MAP ATTACHED** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

**COMMENTS:** \_\_\_\_\_

IN COMPLIANCE WITH:

- SPECIFIC AREA PLAN
- NEIGHBORHOOD PLAN
- LOCAL HISTORIC DISTRICT PLAN
- OPEN SPACE, TRAIL, PARK OR RECREATION PLAN
- GROWTH PLANNING OR GROWTH MANAGEMENT PLAN
- REDEVELOPMENT PLAN
- OTHER ADOPTED, APPLICABLE CITY PLAN OR POLICY

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**(PUBLIC WORKS USE ONLY)**

1. **COUNCIL APPROVAL DATE:** \_\_\_\_\_ **COUNCIL DENIAL DATE:** \_\_\_\_\_

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

2. **ADMINISTRATIVE APPROVAL DATE:** \_\_\_\_\_ **ADMINISTRATIVE DENIAL DATE:** \_\_\_\_\_

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

3. **IN COMPLIANCE WITH CIRCULATION PLAN?** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

4. **IN COMPLIANCE WITH CAPITAL IMPROVEMENT PLAN?** \_\_\_\_\_ **YES** \_\_\_\_\_ **NO**

**REVIEWER SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

## **WATER ALLOCATION CRITERIA SYSTEM**

Effective December 31, 1998, all residential development within the City's water service area desiring to utilize the City's water system and not having a 100 year Assured Water Supply certification, shall be required to obtain a Water Service Agreement (WSA). Such an agreement shall be required as part of the approval of a preliminary subdivision plat, or the amendment of a previously approved preliminary or final subdivision plat in which the amendment increases the number of residential lots or residential units. Such an agreement shall also be required prior to the issuance of any building permit for multiple family housing (defined as two or more residential units), mobile home parks, lot splits, residential subdivisions approved by other governmental jurisdictions, or any other residential development not subject to the City of Prescott's preliminary and final subdivision platting approval process.

Water service shall only be made by agreement approved by the Prescott City Council for four (4) or more lots, or Administered by staff for 1-3 lots. Such agreements may set forth the terms and conditions of water service, including, but not limited to: volume of approved water; time periods to use or lose the water allocation; third party approval requirements; City sewer use and effluent ownership and use rights; any special fees or assessments; and stipulations and requirements regarding the use of the property to be developed as set forth in a residential development plan.

Agreements for water service shall only be approved within the limits of the approved Prescott Water Budget, unless amended or waived by the Prescott City Council.

Agreements for water service shall only be approved for residential development plans, or for a commercial/industrial project if water use is less than five (5) acre feet per year, determined by the Prescott City Council to be in compliance with all applicable City development regulations, to be consistent with and conform to the City's adopted General Plan, and to be consistent with and conform to any and all adopted and applicable plans:

- (A) Specific Area Plan;
- (B) Neighborhood Plan;
- (C) Local Historic District Plan;
- (D) Circulation Plan;
- (E) Open Space, Trail, Park or Recreation Plan;
- (F) Growth Planning or Growth Management Plan;
- (G) Capital Improvement Plan;
- (H) Redevelopment Plan; and/or
- (I) Other adopted, applicable City Plan or Policy.

In determining whether a development is consistent with and conforms to the General Plan and any of the identified other applicable and adopted plans or policies, the overall intent and goals of the applicable plan or policy shall be considered, and the development plan shall also be evaluated as to whether it furthers the implementation of, and is not contrary to, the policies, goals, objectives, strategies and applicable elements of the plans and policies.

## **CITY PLANS EVALUATION**

City Council policy is that water service be evaluated for given projects that are consistent with and further the implementation of adopted City Plans. These include the 2003 General Plan, Specific Area Plans, Historic District Plans, Circulation Plans, Neighborhood Plans, Overlay Districts and Open Space and Trail Plans. Some examples of activities that would be consistent with and further the implementation of plans are:

### **2003 GENERAL PLAN**

Protection of natural features

Work force housing

Creation of employment that exceeds Yavapai County median wage

Continuation or creation of public trails

Provision of alternative transportation amenities such as bike racks and bus pull-outs

Provision of pedestrian amenities such as sidewalks separated from roads and paths and walkways connecting neighborhoods.

### **CIRCULATION PLANS**

Street extensions consistent with a plan

Provision of additional emergency access

Creation of shared access points

Minimization of curb cuts

ROW landscaping

Provision of traffic calming devices

### **DOWNTOWN MASTER PLAN**

Compatible architecture

Establishment of street trees

Setbacks consistent with a block

Mixed uses such as residential above retail

### **SPECIFIC AREA PLANS**

Consistent land use or rezone to recommended use

Street creations or extensions

Infrastructure extensions

Protection of natural features

Preservation of open space consistent with plan

### **Utility Plans**

Water Model & Master Plan (Main extension, main size, storage & pumping)

Sewer Model & Master Plan (Main extension, main size, pretreatment, pumping, effluent quality)