

RIVERSIDE COUNTY FLOOD CONTROL  
AND WATER CONSERVATION DISTRICT

APPLICATION FOR COOPERATIVE AGREEMENT PREPARATION

PREPARED AND SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

FIRM NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**All of the requested information and attachments must be provided before work will begin on the preparation of the Cooperative Agreement. *Incomplete applications will be returned to the applicant with no further action being taken.* Please attach additional sheets and/or supporting documentation as necessary.**

I. APPLICANT INFORMATION

A. LEGAL ENTITY - Provide full legal name of entity, i.e., a limited partnership, limited liability company, California corporation, etc.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone No: \_\_\_\_\_

B. SIGNATURE AUTHORITY - Attach appropriate documentation of Signature Authority (i.e., authorized signature list, LLC's Operating Agreement, certified resolution or articles of incorporation/partnership as applicable). Also attach a complete sample signature block.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

II. PROJECT INFORMATION

A. Describe in full detail the project facilities that are to be covered by this agreement.

B. Why are these facilities being constructed? (e.g., as a condition of approval for Tract No. \_\_\_\_\_, etc.).

C. Attach the following documents with this application:

- 1) Complete set of Design Plans/construction drawings (full size 22"x36").
- 2) Exhibit clearly showing reach and location of planned drainage facilities (show only simple line work with NO text or numbering).
- 3) Full size copy of all applicable maps (e.g., Tract or Parcel Maps, Plot Plan).
- 4) Copy of preliminary Title Report showing title in Applicant's name.

D. Have sufficient funds been deposited for agreement preparation? (Y/N) \_\_\_\_\_

III. DESIGN/CONSTRUCTION

A. Who is preparing the design plans and specifications for this project? (RCFC&WCD, RCFC&WCD consultant, Developer's engineer, etc.).

\_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone No: \_\_\_\_\_

B. Who will be responsible for administering the construction contract?

\_\_\_\_\_

C. What is the estimated duration of construction? \_\_\_\_\_ (working days)

D. Describe any special utility relocations and list any special permits (e.g., Dept. of Fish and Game, Caltrans Encroachment Permit, etc.), required for project construction. Describe any other specific construction concerns, and/or any other design/maintenance matters that must be addressed in this agreement.

IV. OPERATION AND MAINTENANCE

- A. Describe in detail those facilities which are proposed to be accepted for operation and maintenance by the RCFC&WCD.

Major storm drain facilities (>36" diameter)

Sediment/Detention Basins

Other \_\_\_\_\_

\_\_\_\_\_

- B. Describe in detail those facilities which are proposed to be maintained by others (County, City, Homeowner's Assoc., etc.).

Street inlets and connector pipes – maintained by: [COUNTY]/[CITY]

Increased Runoff/Water Quality Basins - maintained by: \_\_\_\_\_

Other Facilities \_\_\_\_\_

To be maintained by: \_\_\_\_\_

V. EASEMENTS / RIGHTS OF WAY

Attach exhibits/plats showing, in concept, all easements and/or parcel(s) that must be conveyed to RCFC&WCD.

A. Easement(s)

On-site

B. Fee Title

On-site

Off-site

Off-site

VI. SPECIAL PROVISIONS

Describe any other special items or provisions that need to be addressed in this agreement.