

**ISSUES THAT MAY DELAY TIMELY SERVICE:**

- If Proof of Ownership or Proof of Identity are not present upon initial application submission. All required documents must be submitted prior to Waterworks processing application.
- If the Property is not fronting a water main or is not located an appropriate distance to a fire hydrant. Plan check of water plans designed by a licensed Professional Engineer is required for an extension of the water main or the addition of a fire hydrant.
- If the proposed meter service site is not already within the Waterworks District. The annexation process may significantly delay processing of the application. For annexation into the Waterworks District, please contact the Local Agency Formation Commission for the County of Los Angeles (LAFCO).  
  
LAFCO for Los Angeles County  
700 North Central Avenue, Suite 350  
Glendale, CA 91203  
(818) 254-2454 Phone  
(818) 254-2452 Fax  
<http://www.lalafco.org>
- If easements need to be processed to be conveyed to the Waterworks Districts. Easement processing may significantly delay processing of the application.
- If any private easements need to be recorded for house lines crossing other properties.
- If the property is going to be connected to an existing water main system installed within the last 10 years. A Notarized Participation Letter will be required per WWD Rules and Regulations 1-A-46.
- If Fire Sprinklers are existing or proposed. Additional review will be required.

**WHOLESALE WATER AGENCIES:**

**Antelope Valley East Kern Water Agency (AVEK)**  
6500 W Avenue N  
Palmdale, CA 93551  
(661) 943-3201 Phone  
(661) 943-3204 Fax  
<http://www.avek.org>

**Castaic Lake Water Agency (CLWA)**  
27234 Bouquet Canyon Road  
Santa Clarita, CA 91350-2173  
(661) 297-1600 Phone  
(661) 297-1611 Fax  
<http://www.clwa.org>

**FIRE DEPARTMENT LOCAL OFFICES:**

**Central Region Calabasas**  
**26600 Agoura Road**  
Calabasas, CA 91302  
(818) 880-0341 Phone  
(818) 880-0345 Fax

**North Region Lancaster**  
**335-A East Avenue K-6**  
Lancaster, CA 93535  
(661) 949-6319 Phone  
(661) 723-6965 Fax

**North Region Santa Clarita**  
**23757 Valencia Blvd**  
Valencia, CA 91355  
(661) 286-8821 Phone  
(661) 286-1134 Fax

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**Los Angeles County  
Waterworks Districts**

**HOW TO OBTAIN  
NEW RESIDENTIAL  
WATER SERVICE**



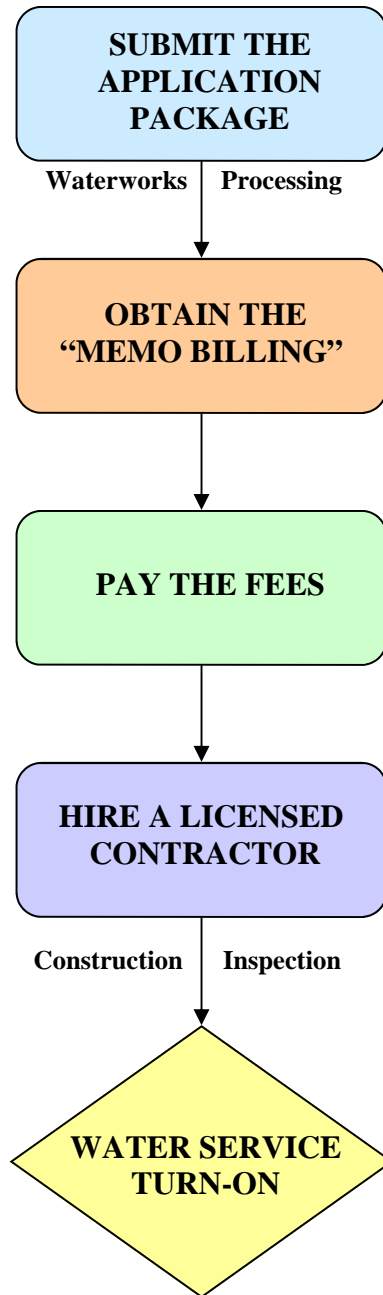
**ALHAMBRA MAIN OFFICE:**  
1000 S Fremont Ave.  
Bldg A9-East, 4<sup>th</sup> Floor  
Alhambra, CA 91803  
(626) 300-3349 Phone  
(626) 300-3385 Fax

**LANCASTER FIELD OFFICE:**  
260 E. Avenue K-8  
Lancaster, CA 93535  
(661) 940-9270 Phone  
(661) 726-1478 Fax

**MALIBU FIELD OFFICE:**  
23533 W. Civic Center Way  
Malibu, CA 90265  
(310) 317-1388 Phone  
(310) 317-4674 Fax

<http://dpw.lacounty.gov/wwd/web>

## STEPS TO OBTAIN NEW RESIDENTIAL WATER SERVICE



Obtain an application packet from our local office or online at <http://dpw.lacounty.gov/wwd/web>. Complete the five (5) forms provided and submit them at our public counter with a legal description of your property, proof of ownership of the property, picture ID, and a site plan.

Pick up the new water service fees, known as the “Memo Billing,” the signed copy of Fire Flow Availability Form (Form 195) for delivery to the local Fire Department office, and the Water Pressure Form for delivery to the local Building & Safety office (unincorporated County areas only).

Pay any connection fees noted on the “Memo Billing” to the District’s wholesale water agency and obtain a payment receipt. Provide the original payment receipt to our Engineering public counter staff and pay the Waterworks District’s fees by check. Currently, we cannot accept cash, debit card, or credit card payments for these fees.

Hire a licensed contractor (Class A, C-34, or SC-34) to install your water service and meter. Instruct the contractor to coordinate with our field office to obtain the “Meter Installation Specifications,” backflow device requirements, and request inspection of the work. Install water service and meter under District inspection. Hire a qualified tester to certify the backflow device.

Waterworks’ staff will turn on your new water service and set up billing account..