

PROJECT FACILITY AVAILABILITY

This bulletin provides an overview of the purpose and processing requirements for Project Facility Availability Forms for certain public utilities and services.



BACKGROUND

Ensuring adequately available and readily accessible public utilities to serve new growth and development is a critical factor in reviewing development applications, especially for fire, water, and wastewater (sewer) services. Gone are the days of large greenfield development projects where infrastructure and development can be planned and built concurrently.

Most projects being processed today involve high density/intensity infill development that utilizes existing utilities and services. And with the state legislature requiring more housing to be constructed to address the growing statewide housing crisis, situations may arise where existing infrastructure is inadequate to properly serve new growth.

Upgrades or other utility improvements required to provide adequate service to new development can be costly and a significant consideration when an applicant is assessing the financial feasibility of a project. As such, it is important for the applicant to know as early in the review process as feasible whether facilities to serve a project are reasonably expected to be available within the next five years based on the serving district's adopted master plans and capital improvement plans. It is equally important for the serving districts to know that new development is being considered so they can appropriately anticipate the timing of services.

Documents Referenced

Fire PFAF; [P-99F](#)
Water/Recycled Water PFAF; [P-99W](#)
Wastewater PFAF; [P-99S](#)
Servicing Water Districts; [Map](#)
Servicing Wastewater Districts; [Map](#)

PROJECT FACILITY AVAILABILITY FORMS

PURPOSE & PROJECTS REQUIRING

The concept of a Project Facility Availability Forms (PFAF) is not new and is used by many jurisdictions as an initial step in determining whether a development project requiring discretionary approval is:

- Within a utility district's service boundaries; and,
- Whether services are reasonably available and if not, what improvements may be required as a condition of the project.

The forms are only intended to let the applicant know whether facilities will be reasonably available --- the document is not a commitment of service or facilities of the district.

PFAFs are required as part of the permit application for the following discretionary permit types (PFAFs are not required for building permits):

- Residential projects proposing four or more units
- All industrial projects, irrespective of size
- All commercial, irrespective of size
- General Plan Amendment/Rezone
- Subdivision of land

Because the PFAF is a discretionary permit submittal requirement, it must be processed prior to submittal of a formal project application. Discretionary permit applications failing to include completed PFAFs will not be accepted.

TYPES AND ORDER OF COMPLETION

Three different PFAFs have been developed (fire, water/recycled water, and wastewater), which must be completed in a certain order, as further explained below.

- [Fire PFAF \(P-99F\)](#)

The first PFAF to be completed is for fire service (P-99F). This is because the fire department will have specific water pressure and flow capacity requirements depending upon the size and type of construction proposed; important information the water department will need to complete their PFAF. Contact the Carlsbad Fire Department, [Community Risk Reduction Division](#) at 442-339-2665 for P-99F processing.

- [Water/Recycled Water PFAF \(P-99W\)](#)

Once the P-99F form has been completed by Fire Prevention, applicants are required to attach a copy to the fire PFAF to the PFAF for water/recycled water services (P-99W). There are multiple water districts that serve the greater Carlsbad area. Please check the water district [map](#) to verify the district serving your property. The district contacts for P-99W submittal are provided in the links below.



- [Wastewater PFAF \(P-99S\)](#)

In most cases, water and wastewater services are provided by the same district. As such, the PFAF for wastewater (P-99S) can be submitted and processed at the same time. Applicants do not need to attach a copy of the P-99F form to the P-99S form. There are multiple wastewater districts that serve the greater Carlsbad area. Please check the wastewater district [map](#) to verify the district serving your property. The district contacts for P-99S form submittal are provided below.



PROCESSING TIME AND COSTS

- Upon submittal of a PFAF, the fire department, water and wastewater districts have a target processing time of five business days following form receipt.
- Additionally, the reviewing agencies may charge a nominal fee for completion of the PFAF. Please consult the appropriate service or utilities district for their processing fee, if any.

PFAF LIMITATIONS

- The PFAF is only intended to let the applicant know whether facilities will be reasonably available – the document is not a commitment of service or facilities of the district.
- The PFAF is valid until final discretionary action is taken pursuant to the application for the proposed project unless a shorter expiration date is otherwise noted.
- The PFAF is based on a cursory review of the information provided by the applicant, which is a pre-filing of a formal land use development application with the city. Changes or modification in size, use, construction type or site design may impact requirements. The applicant is encouraged to process an updated PFAF if the project changes.

YOUR OPTIONS FOR SERVICE

Questions pertaining to the PFAF should be directed to the appropriate service provider. Questions about discretionary permit submittal and review, please contact the Planning Division at 442-339-2600 or via email at Planning@CarlsbadCA.gov.

