

CAYUCOS SANITARY DISTRICT

200 Ash Avenue
PO Box 333, Cayucos, California 93430-0333
805-995-3290

GOVERNING BOARD
R. Enns, President
H. Fones, Vice-President
S. Lyon, Director
M. Foster, Director
D. Chivens, Director

APPLICATION FOR SEWER WILL-SERVE LETTER

Please fill out and provide all information requested. Failure to complete timely and thoroughly may delay review and processing of your project development will-serve request. There will be no processing of a Will-Serve Letter application for accounts with balances in arrears.

PROJECT SITE _____ PROJECT TYPE _____
(See Note on Page 2)
PROJECT # _____ APN _____ LOT _____ BLOCK _____ TRACT _____

OWNER _____
(Name as it appears on instrument holding title to real property)

ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____ FAX _____

AGENT _____
ADDRESS _____
CITY _____ STATE _____ ZIP _____
PHONE _____ FAX _____

Is this a first time application for District will-serve on your project development? yes no

The Conditional Will-Serve is valid for one year from the date of issuance. The District may allow a one year extension of the Conditional Will-Serve Letter, subject to review of the renewal application and payment of an extension request fee.

I. FEES—FIRST TIME APPLICATION ONLY:

A. Is the development project a single family residence absent a sewer easement on building site?

yes no (if no, go to Section B)

If yes, then cost for issuance of a Conditional Will-Serve Letter shall be **\$75.00** and is due and payable at the time of submittal of the application.

B. Is the development project a commercial, multi-family residential, or a single family residence with a sewer easement on the building site? yes no

If yes, then cost for issuance of a Conditional Will-Serve Letter shall require a **\$200.00** deposit and will be offset against the actual cost of administrative processing, plan check, review and inspection, but in no case shall the final cost be less than \$75.00. This deposit is due and payable at the time of application.

Note: If it is determined that the costs of completing the plan check and review of the proposed development exceeds \$200.00, the additional plan check and review costs shall be paid by the owner, prior to issuance of the Final Will-Serve Letter. If the costs are less than \$200.00 the balance of the monies will be refunded or upon request, can be applied to other costs related to the project.

II. SUBMITTAL OF PLANS—ALL APPLICANTS: All of the following information must be provided:

Please check off items as verified:

- One (1) set of clear and legible plans which are to be **signed and dated** by the engineer or architect and shall include:
- Name, address, and phone number of designated person or persons responsible for compliance with all conditions stipulated by the District.
- Statement of intended use of building
- Floor plan for each floor
- Drainage Plan
- Foundation Plan
- All easements are shown (refer to section III)
- Finished floor elevations (grading plans)
- Show the relationship between the elevations of lowest plumbing fixture unit and nearest upstream manhole.

III. SEWER EASEMENT—ALL APPLICANTS:

- A. Is there a sewer easement that exists on the building site (lot)? yes no

If no, you may disregard Sections III and IV altogether.

If yes, all of the following items must be provided. Please check off items as verified:

- Show the easement on the plot plan. **Note: it is the responsibility of the owner to identify, locate and describe this easement.**
- Show foot print of all structures and appurtenances, and show their relationship to the easement on the plan.
- Provide an engineer's report which verifies that the proposed structure and appurtenances will not damage or place additional loadings on the District's existing facilities (pipes, manholes and other appurtenances).
- Provide an engineer's report which verifies that the proposed structure will not be damaged when the District's entire easement is excavated to a depth of one foot below all sewer structures.

IV. ENCROACHMENT OF THE SEWER EASEMENT —ALL APPLICANTS:

- A. Encroachments (aerial or surface) into or upon the sewer easements, including but not limited to eaves, decks, floorings, fences and drainage facilities **shall not** be allowed without formal District approval.
- B. Drainage facilities that direct to, create ponding or leaching of surface or other water on top of or into the soils over the District's facilities, shall not be constructed.
- C. Non permitted encroachments found to exist will cause revocation of the Conditional and/or Final Will-Serve Letters and the District will not serve your project.

LEGAL DECLARATION

I, the owner of record of this property, consent to the named agent/applicant to act in my behalf in all contacts with the District in connection with this matter. I have completed this form accurately and declare that all statements here are true.

Property owner signature _____ Date _____

Type or print name _____

NOTE: If project involves demolition of existing structure the sanitary connection must be capped to District standards. It is the responsibility of the property owner to notify the District and request the sewer user fee be reverted to a lot fee. Demolition date must be provided and a visual inspection by the District will be performed. This visual inspection will determine qualifying month for reverting to lot fee (no monthly prorating is done).