



CAYUCOS SANITARY DISTRICT

200 Ash Avenue
P.O. Box 333, Cayucos, California 93430-0333
www.cayucossd.org
805-995-3290

APPLICATION FOR SEWER WILL-SERVE LETTER

Please fill out and provide **all** information requested. Failure to complete this form in its entirety will delay the processing of your Will-Serve Application and issuance of your Will-Serve Letter. **PLEASE NOTE: Applicants must have a permit number assigned to their project in order to qualify for a Will-Serve Letter.**

Your Will-Serve Letter is valid for one year from the date of issuance. The District allows a one-year extension of the Will-Serve, subject to review of a renewal application and payment of a \$50.00 Will-Serve Extension Fee.

If it is determined that the cost of completing the plan check and review of the proposed development exceed your Will-Serve Application Fee, the additional costs shall be billed and paid by the owner prior to issuance of a Final Will-Serve letter.

If the project involves the demolition of an existing structure, the sanitary connection **must** be capped off in order to qualify for the Interrupted Service Fee (ISF) rate of \$46.00 per month. It is the sole responsibility of the property owner to cap the connection, and subsequently, contact the District office to schedule the mandatory inspection of the capped connection. Upon completion of a successful inspection, a temporary billing reduction may be granted. If granted, the ISF rate will become effective **the next** billing cycle following the inspection. **In no case will billing adjustments be retroactive.** Once the lateral reconnection has been inspected by District staff, the billing rate will automatically revert to the Sewer Use Fee rate of \$98.00 per month per EDU.

PROJECT ADDRESS: _____ PROJECT TYPE: _____

PERMIT NUMBER* (Required): DRC- _____ OR PMT- _____
**Your application will be rejected if you fail to provide a permit number*

OWNER NAME: _____ APN: 064 - _____ - _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

AGENT NAME (Optional): _____

MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ EMAIL: _____

I. FEES (SELECT ONE): *Payment Required Upon Submittal of Application*

A. Is the project site a single-family residence **without** a sewer easement?

Yes - Your application fee is **\$125.00**

B. Is the project site a commercial or a multi-use building, **or** a single-family residence **with** a sewer easement?

Yes - Your application fee is **\$250.00**

II. SUBMITTAL OF PLANS: The following information is required with the submission of your application. If you feel the information requested is not applicable to your project, explain below. Check off items as verified:

One set of clear and legible plans, signed and dated by the engineer or architect, which must include:

Yes / N/A

Contact information for the designated party responsible for compliance with the District’s conditions

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 and nearest upstream manhole

If any N/A above, please explain:

III. SEWER EASEMENTS: If a sewer easement exists on the project site, all of the following items must be provided in conjunction with your application. Please check off items as verified:

There is no easement on the project site (*Skip to Legal Declaration*)

Identify, locate and describe the easement on the plot plan

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

ENCROACHMENTS OF SEWER EASEMENTS:

- A. Encroachments (aerial or surface) into or upon 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 or create ponding or leaching of water into soils that cover 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 Letter and the District will not serve your project.

LEGAL DECLARATION

I have completed this form accurately and declare that all statements herein are true.

Property Owner Signature: _____ Date: _____