



CAYUCOS SANITARY DISTRICT

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

APPLICATION FOR SEWER WILL-SERVE LETTER

Please fill out and provide all information requested. Failure to complete this form thoroughly may delay review and processing of your Will-Serve Application. There will be no processing of a Will-Serve application for accounts with balances in arrears.

PROJECT SITE _____ PROJECT TYPE _____
(See Note on Page 2)

DRC/PMT # _____ APN _____ LOT _____ BLOCK _____ TRACT _____
(Circle one)

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

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ EMAIL _____

AGENT _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ EMAIL _____

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

NOTE: If it is determined that the costs of completing the plan check and review of the proposed development exceeds \$200.00, the additional costs shall be paid by the owner, prior to issuance of the final Will-Serve letter.

II. SUBMITTAL OF PLANS—ALL APPLICANTS: The following information must be provided as per county requirements. If you feel the information is not applicable, please explain.

Please check off items as verified:

Yes / N/A

- 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

If any N/A above, please explain: _____

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.

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 (APPLICANTS WITH A SEWER EASEMENT ON SITE):

- 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 have completed this form accurately and declare that all statements here are true.

ORIGINAL SIGNATURES ONLY

Property owner signature _____ Date _____

Type or print name _____

I, the owner of record of this property, consent to the named agent to act on my behalf in connection with this matter.

Int.

NOTE: If the project involves the demolition of an existing structure the sanitary connection must be capped off. 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 the qualifying month for reverting to a lot fee (no monthly prorating is done).