

GRATON COMMUNITY SERVICES DISTRICT

250 ROSS LANE • MAIL: PO BOX 534, GRATON, CALIFORNIA 95444 • 707/823-1542 • FAX 707/823-3713



RESOLUTION NO. 150420C

4/20/2015

RESOLUTION OF THE BOARD OF DIRECTORS OF THE GRATON COMMUNITY SERVICES DISTRICT ADOPTING A POLICY FOR THE ALLOCATION OF FUTURE SEWER CONNECTIONS WITHIN THE DISTRICT

WHEREAS, the Graton Community Services is subject to the Regional Water Quality Control Board Cease and Desist Order ("CDO") and Ordinance 101E, which limits the number of sewer service permits to eight (8) Equivalent Single Family Dwelling Units ("ESD") that the District can issue per calendar year; and,

WHEREAS, in order to ensure a fair and orderly process for granting sewer connections, the General Manager recommends that Board adopt the attached policy to establish a formal policy for allocating permits.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Graton Community Services District that the District hereby adopts the Sewer Connection Policy for allocating sewer connections within the District, attached hereto as Exhibit A, and incorporated herein.

In regular session of the Board of Directors of the Graton Community Service District, passed, approved and adopted this 20th day of April, 2015 on regular roll call of the members of the said Board by the following vote:

DIRECTORS:

yes COLEMAN, yes HENDRICKSON, yes CLEMMER, yes DELIL, yes JOHNSON.

AYES - 5; NOES - 0; ABSTAIN - 0, ABSENT - 0.

WHEREUPON, the President declared the foregoing resolution adopted, and

SO ORDERED.

Approved: Karen M Hendrickson
President, Board of Directors
Graton Community Services District

Attest: David L Clemmer
Secretary, Board of Directors
Graton Community Services District

** Move to adopt reso as amended:
Staff directed to develop an application packet to be posted on district's website, directed GM to contact PRMD to correct ESD dispute*

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Staff Report

DATE: April 20, 2015

TO: Board President and Board Members

FROM: Bob Rawson, District General Manager

SUBJECT: Consideration of Resolution 150420C, Adopting a Policy for allocation of ESDs

RECOMMENDATION:

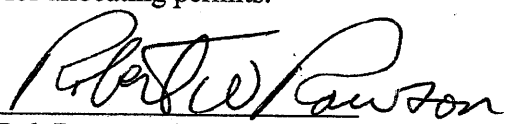
It is recommended that the Board adopt Resolution 150420C, adopting a policy for allocation of future sewer connections within the District.

DISCUSSION:

The Graton Community Services District ("District") is present subject to the Regional Water Quality Control Board Cease and Desist Order ("CDO"). This CDO was issued based on the District's need to upgrade from secondary wastewater treatment to tertiary levels. The CDO limits the number of sewer service permits to eight (8) Equivalent Single Family Dwelling Units ("ESD") that the District can issue per calendar year.

In order to comply with the CDO, the District adopted Ordinance 101E on November 17, 2008. Ordinance 101E amended the District's Ordinance 100, by limiting the number of ESDs to 8 per calendar year. Since District formation in 2004, the District has never received applications for more than seven (7) connections in a single calendar year, and the District has experienced several years when no connection applications were received. Due to recent changes in the economy, there has been a recent spike in demand for sewer connections within the District. To date, the District has received approximately fourteen (14) inquiries for connections in 2015.

Despite having capacity to serve more than eight ESD connections per year, the District is subject to the requirements of the CDO and Ordinance 101E. Connections requests have historically been handled on a "first come, first served" basis. The General Manager recommends that the District continue to grant the sewer connection applications on a "first come, first served" basis. However, in order to ensure a fair and orderly process for granting sewer connections while the CDO is in place, the General Manager recommends that Board adopt the attached policy to establish a formal policy for allocating permits.

By: 
 Bob Rawson, General Manager

Attachments: Draft Connection Policy

GRATON COMMUNITY SERVICES DISTRICT SEWER CONNECTION POLICY

Purpose

To identify criteria for allowing future sewer connections to the conveyance system that transports sewage to the Graton Community Services District Wastewater Treatment Plant.

Policy

It is the policy of the Board of Directors of the Graton Community Services District ("District") with regard to the allocation of capacity in the District Wastewater Treatment Plant and changes in use of properties impacting the strength of sewer discharges into this plant that: The District is subject to a CDO and Ordinance 101E which limits connections to the sewerage system. Future sewer permits will only be issued to properties that meet the criteria specified below:

Completed Application. Section 3.15 of District Ordinance 100 requires all requests for new sewer connections to be submitted on a form approved by the District.

District Review. Applications that have been completed and mailed to the District or otherwise delivered will be reviewed for completeness, pursuant to Section 3.17 and for consistency with the requirements of Section 3.19 of District Ordinance 100, as amended by Ordinance 101E. Pursuant to Ordinance 101E, application approval will normally be granted providing that the following requirements are met:

1. The subject property to be served is fronting an existing District sewer main.
2. The structure to be served is within three hundred feet (300') of the property line fronting the sewer main.
3. Adequate sewer main capacity is available to serve all portion of the property.
4. The property served is at such an elevation that gravity flow of wastewater discharge will occur except as permitted in section 4.05.
5. Such sewer lateral installation is in compliance with all other District rules, regulations, and conditions of sewer service.

Waiting List. Whenever the District has issued eight (8) ESDs during a calendar year, the District will place completed Applications that meet the above criteria on the Sewer Connection Waiting List, which will be maintained by the District General Manager. When sewer connections become available, the District will offer connections to completed applications on the Sewer Connection Waiting List that meet the District's Ordinance requirements on a first-come, first-served basis, subject to the following provisions:

1. Projects underway that have valid building permits issued by the Sonoma County PRMD prior to the adoption date of this Policy shall have priority over completed applications that have not begun construction.
2. Failed Septic Systems within the District. There may be occurrences of properties located within District boundaries where the County Department of Environmental Health or other responsible government agency has certified that the septic or other sewer system serving the property 1) has failed or is no longer available, 2) cannot be adequately repaired or replaced, and 3) poses a threat to the health and safety of the public or the affected residents. Issuance of a sewer permit under this

category shall not diminish or otherwise reduce the capacity rights associated with existing connections or contractual commitments.

Sewer Connection Availability Notification. When connections become available, the District will contact the applicant at the top of the Sewer Connection Waiting List that the requested a sewer connections are available for purchase (“Will Serve” letter), and that the connections will be reserved for fourteen (14) calendar days. Sonoma County PRMD will be provided a copy of the “Will Serve” Letter that an applicant has received priority and that the applicant has the District’s approval to purchase the specified number of ESDs. This “Will Serve” letter shall expire in fourteen (14) days if PRMD has not received all applicable connection and inspection fees, or the applicant has failed to meet all District and County requirements.

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