

## APPENDIX 11

### SUMMARY OF FEES AND CHARGES

**MARINA  
WATER & WASTEWATER SYSTEM  
RATES, FEES and CHARGES  
FY 2009 - 2010  
Effective July 1, 2009**

**Water Consumption Charge**

0 - 8 hcf	First Tier	1.93 per hcf
8 - 16 hcf	Second Tier	2.35 per hcf
16+ hcf	Third Tier	4.29 per hcf

**Monthly Minimum Water Charges**

<u>Size</u>	<u>Fee</u>	
5/8" or 3/4"	\$15.87	per month
1"	\$39.66	per month
1 1/2"	\$79.32	per month
2"	\$126.90	per month
3"	\$237.94	per month
4"	\$396.57	per month
6"	\$793.14	per month
8"	\$1,586.28	per month

**Monthly Minimum Sewer Charges**

Monthly Wastewater Charge	\$7.70 per EDU
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**Temporary Water Service**

Meter Deposit Fee	\$650.00
Hydrant Meter Fee (Set/Remove Fee)	\$140.00 one time fee
Hydrant Meter Fee (Relocate Fee)	\$140.00 per occurrence
Minimum Monthly Service Charge	\$72.73 per month
Estimated Water Consumption Deposit	\$1,100.00 minimum

**Repair, Replacement and Maintenance of Private Fire Hydrants (Monthly Charge)**

Single/Double Outlet, All Sizes	\$13.50 per month
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**Capacity Charges**

Water	\$5,360.00 per edu
Sewer	\$3,880.00 per edu

**ORD COMMUNITY  
WATER & WASTEWATER SYSTEM  
RATES, FEES and CHARGES  
FY 2009 - 2010  
Effective July 1, 2009**

**Water Consumption Charge**

0 - 8 hcf	First Tier	2.06 per hcf
8 - 16 hcf	Second Tier	2.89 per hcf
16+ hcf	Third Tier	3.73 per hcf
	Monthly Capital Surcharge (New EDU)	20.00 per EDU
	Flat Rate	74.58 per unit

**Monthly Minimum Water Charges**

<u>Size</u>	<u>Fee</u>
5/8" or 3/4"	\$15.13 per month
1"	\$37.81 per month
1 1/2"	\$75.60 per month
2"	\$120.96 per month
3"	\$226.80 per month
4"	\$378.00 per month
6"	\$755.99 per month
8"	\$1,511.99 per month

**Monthly Minimum Sewer Charges**

Monthly Wastewater Charge	\$22.60 per EDU
Monthly Capital Surcharge (New EDU)	\$5.00 per EDU

**Temporary Water Service**

Meter Deposit Fee	\$650.00
Hydrant Meter Fee (Set/Remove Fee)	\$140.00 one time fee
Hydrant Meter Fee (Relocate Fee)	\$140.00 per occurrence
Minimum Monthly Service Charge	\$72.73 per month
Estimated Water Consumption Deposit	\$1,100.00 minimum

**Repair, Replacement and Maintenance of Private Fire Hydrants (Monthly Charge)**

Single/Double Outlet, All Sizes	\$13.50 per month
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**Capacity Charges**

Water	\$5,700.00 per edu
Sewer	\$2,100.00 per edu

**MARINA & ORD COMMUNITY  
WATER & WASTEWATER SYSTEM  
RATES, FEES and CHARGES  
FY 2009 - 2010  
Effective July 1, 2009**

**Labor Charges**

District Engineer	\$105.00 per hour
Capital Projects Manager	\$85.00 per hour
Operations Engineer	\$80.00 per hour
Projects Engineer	\$68.00 per hour
Associate Engineer	\$63.00 per hour
Engineering Administrative Assistant	\$44.00 per hour
Operations & Maintenance Superintendent	\$78.00 per hour
Operations & Maintenance System Operator 3	\$60.00 per hour
Operations & Maintenance System Operator 2	\$55.00 per hour
Operations & Maintenance System Operator 1	\$50.00 per hour

**Equipment Charges**

Work Truck	\$20.00 per hour
Backhoe Tractor	\$30.00 per hour
Vactor Truck	\$30.00 per hour
Dump Truck	\$30.00 per hour
Ground Penetrating Radar Unit	\$10.00 per hour

**Miscellaneous Charges**

Photocopy Charges	\$0.10 per copy
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**Water Meter Installation Fee**

(includes box and meter)

<u>Size</u>	<u>Fee</u>
5/8" or 3/4"	\$350.00
1"	\$400.00
1 1/2"	\$450.00
2"	\$700.00
3" or Larger	

Actual direct and indirect cost to district.  
Advance payment to be based on estimated cost.

**Other Fees and Charges**

Preliminary Project Review Fee (large projects)	\$500.00
Plan Review Fees:	
Existing Residential Modifications	\$200.00 per unit plus additional fees
Existing Commercial Modifications	\$400.00 per unit plus additional fees
Plan Review	\$500.00 per unit plus additional fees
Water/Sewer Permit Fee	\$30.00 each
Small Project Inspection Fee (single lot)	\$400.00 per unit
Large Project Inspection Fee (large projects)	\$500.00 per unit plus 3% of water & sewer construction cost
Building Modification/Addition Fee	\$200.00 per unit
Deposit for a Meter Relocation	\$200.00 deposit, plus actual costs
Mark and Locate Fee (USA Markings)	\$100.00 first mark and locate at no-charge, each additional for \$100
Backflow/Cross Connection Control Fee	\$45.00 per device
Additional Backflow/Cross Connection Device	\$30.00 per device
Deposit for New Account	\$35.00 per edu
Meter Test Fee	\$15.00 for 3/4" meter, actual cost for 1" and larger
Returned Check Fee	\$15.00 per returned item
Basic Penalty	10% of the delinquent amount
Additional Penalty	1.50% per month of the delinquent amount

## APPENDIX 12

### FEES AND CHARGES WORKSHEET



## FEES AND CHARGES WORKSHEET

The following sections should be reviewed by the applicant to determine the approximate water and sewer fees and charges that are due prior to receiving water and sewer service. Final water and sewer fees and charges will be determined and paid prior to construction. For an explanation of all fees and charges, please reference the District Code. Fees shown are from the Fiscal Year 2007-2008 rate schedule. Use the current rate schedule when estimating project fees and charges.

### A. Preliminary/Plan Check Fees/Review Plans

Existing Residential Modifications, \$200 per unit\*

For Applicant's Use

<p>If you plan to modify an existing residential unit by adding water fixtures, please add the approved rate of \$200.00 per residential unit in the box.          * If plan review cost exceeds the base fee, the additional actual cost will also be charged.</p>	
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Existing Commercial Modifications, \$400.00 per unit\*

For Applicant's Use

<p>If you plan to modify an existing commercial unit without adding square footage, but instead by adding fixtures or changing the use of an existing unit, please add the approved rate of \$400.00 per unit in the box.          * If plan review cost exceeds the base fee, the additional actual cost will also be charged.</p>	
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Plan Review, Small Project, \$500.00 per unit\*

For Applicant's Use

<p>If you plan to construct a new residential or commercial structure, modify an existing residential unit by adding another structure or unit, or modify an existing commercial unit by adding square footage, please add the approved rate of \$500.00 per unit in the box.          * If plan review cost exceeds the base fee, the additional actual cost will also be charged.</p>	
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Plan Review, Large Project, \$500.00 plus additional fees

For Applicant's Use

<p>If you plan to construct a new residential or commercial subdivision or large commercial structure, please add the approved rate of \$500.00 in the box. Additional fees will be assessed after developer master water and sewer plans or other maps and building plans are submitted for review.</p>	
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MARINA COAST WATER DISTRICT  
 11 Reservation Road  
 Marina, CA 93933  
 (831) 384-6131



**B. Water/Sewer Permit Fee, \$30 each**

For Applicant's Use

Apply for new water service, add \$30 in the box.	
Apply for new sewer service, add \$30 in the box.	

**C. Water Connection Fee (Install Meter)**

This fee covers all the costs of maintaining and replacing the meter and box for the life of the structure. Please add the appropriate fee for the meter size anticipated for your project. The final determination on the water meter size will be made after all plan review and fire department review is complete.

		For Applicant's Use
Meter Size:	Fee	
5/8" – 3/4"	\$350.00	
1"	\$400.00	
1 1/2"	\$450.00	
2"	\$700.00	
3" and larger	Actual direct and indirect costs to the District, advance payment to be based on estimated cost.	

**D. Temporary Water Service Permit**

These Deposits/Charges are for providing water from an approved fire hydrant location or the District's construction water depot. Please add the appropriate amount for your project.

		For Applicant's Use
Gate Valve/Meter Deposit	\$650.00	
Water Consumption Deposit	\$1100.00 (minimum)	
Set / remove hydrant meter (one time charge)	\$140.00	
Relocate Meter, per occurrence	\$140.00	
Meter set, other than on fire hydrant	Actual Costs	
Minimum monthly service charge	\$65.00	
Monthly quantity rate per 100 cubic feet, Marina tiers	\$1.79 per HCF, 0-12 HCF \$2.80 per HCF, 12+ HCF	
Monthly quantity rate per 100 cubic feet, Ord Community tiers	\$1.70 pr HCF, 0-8 HCF \$2.39 per HCF, 8-16 HCF \$3.08 per HCF, 16+ HCF	

\*HCF = Hundred Cubic Feet = 748 gallons

MARINA COAST WATER DISTRICT  
 11 Reservation Road  
 Marina, CA 93933  
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E. Construction Inspection Fee

Small Project, \$400.00 per unit

For Applicant's Use

If you plan to construct a new residential or commercial structure, modify an existing residential unit by adding another structure or unit or modify an existing commercial unit by adding square footage, please add the approved rate of \$400.00 per unit in the box.	
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Large Project, \$500.00 per unit plus 3% of water and sewer construction costs, not less than actual construction inspection cost

For Applicant's Use

If you plan to construct a new residential or commercial subdivision or large commercial structure, please add the approved rate of \$500.00 per unit in the box. Additional fees will be assessed after developer construction costs are determined.	
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F. Moving Meter Deposit, \$200.00 plus actual cost

For Applicant's Use

If you plan to relocate the existing meter, please add the approved deposit of \$200.00 per move. Additional fees will be assessed after actual costs are determined.	
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G. Water Capacity Charges

For Applicant's Use

Use Worksheet 1-A to determine Water Capacity Charges.	
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H. Sewer Capacity Charges

For Applicant's Use

Use Worksheet 1-B to determine Sewer Capacity Charges	
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**TOTAL ESTIMATED WATER AND SEWER FEES AND CHARGES**

For Applicant's Use

Add all of the applicable fees and charges to determine your estimated total water and sewer connection cost.	
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## Worksheet 1-A: Water Capacity Charge Worksheet

The information on this worksheet applies to non-residential projects. For non-residential projects, water use factors are assigned for different uses. For projects that propose two or more uses, calculate charges for each portion of the project. Where a proposed use may be designated as more than one category, the category which most accurately depicts the proposed non-residential use shall be selected. Where doubt exists, the higher intensity use category shall be chosen. Water use rates are assigned per unit-square footage, number of rooms, seats, etc. The assigned water use rates are determined considering estimated water use availability and fire flow availability for general commercial groups. Because of the many variables encountered, it is not possible to set absolute values for water use rates or estimate annual water use for all situations. Therefore, the estimated Assigned Water Use Factors are strictly for the purpose of determining water capacity charges. The type of use and assigned water use rates are listed below. The next sheet explains how to calculate your water capacity charge using the information on this sheet.

Type of Use	Quantity	Basis	Assigned Water Use Rates (AFY/unit)	Assigned Water Use (AFY)
Auto-Related	_____	sq. ft.	× 0.00007	= _____
Bar	_____	seats	× 0.024	= _____
Beauty shop/barber shop	_____	stations	× 0.059	= _____
Car wash w/recycle, use manufacturer data	_____	sq. ft	× *	= _____
Child care	_____	sq.ft.	× 0.0072	= _____
Commercial laundry	_____	washers	× 0.1735	= _____
Convenience stores	_____	sq. ft.	× 0.00017	= _____
Delicatessen (w/o seating)	_____	sq. ft.	× 0.00027	= _____
Dental offices	_____	sq. ft.	× 0.00029	= _____
Dry cleaners (no washer machines)	_____	sq. ft.	× 0.00040	= _____
Gas station	_____	pumps	× 0.1051	= _____
General retail	_____	sq. ft.	× 0.00005	= _____
General office	_____	sq. ft.	× 0.00012	= _____
Grocery and other Markets	_____	sq. ft.	× 0.00039	= _____
Hotel/motel/bed & breakfast	_____	units	× 0.17	= _____
Landscape (non-turf)	_____	acres	× 2.1	= _____
Landscape (turf)	_____	acres	× 2.5	= _____
Laundromat (self-serve)	_____	washers	× 0.202	= _____
Medical offices	_____	sq. ft	× 0.00018	= _____
Meeting halls, churches	_____	sq. ft.	× 0.0001	= _____
Nursing home	_____	rooms	× 0.142	= _____
Photographic Laboratory	_____	sq. ft.	× 0.003	= _____
Plant nursery	_____	sq. ft. land	× 0.00009	= _____
Public Restroom	_____	toilets	× 0.0676	= _____
Restaurant (incl. fast food, deli, sandwich shop)	_____	seats	× 0.029	= _____
Retail photo w/processing	_____	sq. ft.	× 0.00020	= _____
Swimming pool (per 100 sq. ft. pool surface area)	_____	100 sq ft	× 0.020	= _____
Theater	_____	seats	× 0.0014	= _____
Veterinary	_____	sq. ft.	× 0.00026	= _____
Warehouse, distribution, self-storage	_____	sq. ft.	× 0.00001	= _____
<b>TOTAL:</b>				= _____

**Worksheet 1-A (Continued)**  
**HOW TO CALCULATE WATER CAPACITY CHARGES**

STEP 1: DETERMINE WATER USE CATEGORY. Please determine the existing and proposed water use category as noted on the previous page. If this is a residential project, please go to Step 5.

Existing Business Use Category is \_\_\_\_\_.

Proposed Business Use Category is \_\_\_\_\_.

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STEP 2: DETERMINE PROPOSED ASSIGNED WATER USE **{DEMAND}**. This step calculates the assigned water use for the proposed project. Assigned water use is the product of the basis or measurement and the water use rate. Use the assigned water use rates from the Worksheet 1-A. For projects with multiple uses, complete Worksheet 1-A and enter the total below. The Commercial Connection Form (Appendix 2) can also be used to calculate water demand.

Basis or Measurement \_\_\_\_\_ X Water Use Rate \_\_\_\_\_ = \_\_\_\_\_ Acre-Foot/Yr  
(sq. ft., seats, stations, etc.) (see page 1)

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STEP 3: DETERMINE EXISTING ASSIGNED WATER USE **{CREDIT}**. This step calculates the existing assigned water use, which is a credit to be applied to the total water capacity charge. The existing assigned water use is the product of the basis or measurement and the water use rate. Calculate as for Step 2. Please be prepared to provide a certification documenting existing use, upon request. New construction may skip this step, unless there has been a demolition on the site prior to permitting.

Basis or Measurement \_\_\_\_\_ X Water Use Rate \_\_\_\_\_ = \_\_\_\_\_ Acre-Foot/Yr  
(sq. ft., seats, stations, etc.) (see page 1)

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STEP 4: DETERMINE EQUIVALENT DWELLING UNITS: Subtract the **CREDIT** from the **DEMAND** to determine net increase in water demand. If there is no increase, then there is no water capacity charge for this project. If there is an increase, divide the difference by 0.33 AFY per Equivalent Dwelling Unit (EDU).

Net Increase in Demand \_\_\_\_\_ AFY ÷ 0.33 AFY/EDU = \_\_\_\_\_ EDU

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STEP 5: DETERMINE WATER CAPACITY CHARGE. Multiply the number of EDU by the water capacity charge for the service area. Residential Units are assessed as 1 EDU per dwelling unit.

No. of EDU \_\_\_\_\_ X \$ \_\_\_\_\_ /EDU = Water Capacity Charge or \$ \_\_\_\_\_.

\*The FY 2007/2008 water capacity charge is \$4,164 in Marina and \$2,800 in the Ord Community.

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STEP 6: TRANSFER INFORMATION TO THE FEES AND CHARGES WORKSHEET. Add the Step 5 water capacity charge to the Fees and Charges Worksheet, Box 'G'.

BOX G: Water Capacity Charge is \$ \_\_\_\_\_.

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## **Worksheet 1-B: Sewer Capacity Charge Worksheet**

### **Residential Units**

Each residential connection (single-family, multiple dwelling, condominium, trailer space, or mobile home) is one (1) EDU.

### **Nonresidential Units**

Sewer collection system capacity charge is based on fixture units as defined in the Uniform Plumbing Code per structure (common fixture units are scheduled on the Commercial Connection Application at Appendix 2).

Fixture units are to be assigned based on ultimate plumbing fixtures per approved building plans, regardless of number of fixtures initially installed.

Each twenty (20) fixture units are equivalent to one (1) equivalent dwelling unit (EDU). For each hotel/motel unit a minimum of one (1) EDU per room will be applied.

The sewer collection system capacity charge is scaled at the ratio of one (1) EDU per each twenty (20) fixture units. For example, twenty-four (24) fixture units equals one point two (1.2) EDU's for a capacity fee of \$1,200.00 when the capacity charge per EDU is \$1000.00.

Each nonresidential connection is a minimum of one (1) EDU.

**Worksheet 1-B Marina Sewer System (Continued)**  
**HOW TO CALCULATE SEWER CAPACITY CHARGES**

STEP 1: DETERMINE SEWER USE CATEGORY. Please determine the existing and proposed sewer use category as noted on the previous page.

Residential – Go to step 5.

Non-residential – Continue to step 2.

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STEP 2: DETERMINE PROPOSED ASSIGNED SEWER USE **{DEMAND}**. This step calculates the proposed equivalent dwelling unit (EDU) for the proposed utilization of the space. The EDU is the sum of the proposed sewer fixture units divided by 20. The proposed number of fixture units can be determined from the Commercial Connection Form (Appendix 2). Minimum charge is 1 EDU.

Sum of Fixture Units \_\_\_\_\_ ÷ 20 Fixtures/EDU = \_\_\_\_\_ EDU  
(Please see Commercial Connection Form and Permit Application for the sum of the fixture units)

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STEP 3: DETERMINE EXISTING ASSIGNED SEWER USE **{CREDIT}**. This step calculates the existing sewer use, which is a credit to be applied to the total sewer capacity charge. Please be prepared to provide a certification documenting existing use, upon request. New construction may skip this step, unless there has been a demolition on the site prior to permitting. Minimum for existing is 1 EDU.

Sum of Fixture Units \_\_\_\_\_ ÷ 20 Fixtures/EDU = \_\_\_\_\_ EDU  
(Please see Commercial Connection Form and Permit Application for the sum of the fixture units)

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STEP 4: DETERMINE NET INCREASE IN SEWER DEMAND: Subtract the **CREDIT** from the **DEMAND** to determine net increase in sewer demand. If there is no increase, then there is no sewer capacity charge for this project. If there is an increase, proceed to step 5.

Net Increase in Demand \_\_\_\_\_ EDU

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STEP 5: DETERMINE SEWER CAPACITY CHARGE: Multiply the number of EDU by the sewer capacity charge for the service area. Residential units are assessed as 1 EDU per dwelling unit.

No. of EDU \_\_\_\_\_ X \$ \_\_\_\_\_/EDU = Sewer Capacity Charge or \$\_\_\_\_\_.

\*The FY 2007/2008 sewer capacity charge is \$1,485 in Marina and \$1,000 in the Ord Community.

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STEP 6: TRANSFER INFORMATION TO THE FEES AND CHARGES WORKSHEET. Add either Step 4 or Step 5 sewer capacity charge to the Fees and Charges Worksheet, Box 'H'.

BOX H: Sewer Capacity Charge is \$\_\_\_\_\_.

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## APPENDIX 13

### FEES AND CHARGES WORKSHEET EXAMPLES

EXAMPLE NO. 1, NEW RESIDENTIAL

EXAMPLE NO. 2, MODIFIED RESIDENTIAL

EXAMPLE NO. 3, ADD A DWELLING UNIT

EXAMPLE NO. 4, NEW COMMERCIAL

EXAMPLE NO. 5, MODIFIED COMMERCIAL

# **Example No. 1, New Residential**

(Construct a 3 bedroom, 2 bath new home on a vacant lot.)

## **1. COMPLETE THE RESIDENTIAL CONNECTION FORM AND PERMIT APPLICATION**

**(See Attachment)**

3 Bedroom

2 Full Bath (Sink, Bathtub, Toilet)

Kitchen (1 sink)

Laundry Room (1 washer machine)

2 Car Garage

3 Hosebibs

Located in the Ord Community service area

## **2. COMPLETE THE FEES AND CHARGES WORKSHEET**

<b>Box A.</b>	Preliminary/Plan Check Fees (Plan Review)	\$500.00
<b>Box B.</b>	Water/Sewer Permit Fee, \$30.00 each	\$60.00
<b>Box C.</b>	Water Connection Fee, (Install Meter) 1”	\$400.00
<b>Box E.</b>	Construction Inspection Fee	\$400.00
<b>Box G.</b>	Water Capacity Charges (Step 5 on How to Calculate Water Capacity Charges) No. of Residential Units 1 x \$2,800= \$2,800.00	\$2,800.00
<b>Box H.</b>	Sewer Capacity Charges (Step 5 on How to Calculate Sewer Capacity Charges) No. of Residential Units 1 x \$1,000.00=\$1,000.00	\$1,000.00

**Total Charges: \$5,160.00**



Property Address: 123 Example Ave, Marina, CA

**TABLE NO. 2 - POST-PROJECT PROPERTY FIXTURE COUNT (All fixtures after project completion.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bathtub, Large (over 55 gallon capacity)		4.0	3.0	0.0	0.0
Bathtub, Standard (may have shower head above)	2	4.0	2.0	8.0	4.0
Bidet		1.0	1.0	0.0	0.0
Clothes Washer		4.0	3.0	0.0	0.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)	1	3.0	2.0	3.0	2.0
Dishwasher		1.5	2.0	0.0	0.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)	1	1.0	1.5	1.0	1.5
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)		2.0	2.0	0.0	0.0
Sink, Bar		1.0	1.0	0.0	0.0
Sink, Kitchen	1	1.5	2.0	1.5	2.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory (dual bath count as 1)	2	1.0	1.0	2.0	2.0
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		3.0	4.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)		2.5	3.0	0.0	0.0
Water Closet, HET (1.3 gal per flush or dual flush)	2	1.5	2.0	3.0	4.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Hose Bibbs (1st Hose Bibb)	1	2.5	0	2.5	0.0
Hose Bibbs (each additional)	2	1.0	0	2.0	0.0
Lawn Sprinklers (each head)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

**Proposed Total Water Fixture Units** 23.0  
**Proposed Total Sewer Fixture Units** 15.5  
**Proposed Total Dwelling Units** 1

In completing the Water Release Form, the undersigned acknowledges that any discrepancy or mistake may cause rejection or delay in processing the application. Additionally, the undersigned is responsible for accurately accounting for all water fixtures. If the fixture unit count changes without notification to the District, or if a difference in fixtures is documented upon official inspection, water permits for the property may be cancelled. In addition, water fixtures installed without a water permit may be cause for interruptions of the water service to the site, additional fees and penalties the imposition of a lien on the property, and deduction from the local jurisdiction's allocation.

I certify, under the penalty of perjury, that the information provided on the Water Release Form & Permit application is to my knowledge correct, and the information accurately reflects the changes affecting water presently planned for this property

\_\_\_\_\_  
Signature of Owner/Agent \_\_\_\_\_ Date

This form expires on the same date as any discretionary or building permits issued for this project by the city or county expire.

For MCWD only:

Date Received: \_\_\_\_\_ By: \_\_\_\_\_



Property Address: 123 Example Ave, Marina, CA

**Fees and Capacity Charges Calculations**

Svc Area:

Fees	Fee Schedule	No. Units	Extension
Preliminary Project Review Fee, New Residence	\$ 500.00	1	\$ 500.00
Preliminary Review Fee, Addition/Renovation	\$ 200.00	0	\$ -
Additional Review Fees (actual cost)	\$ -	1	\$ -
Water Permit Fee	\$ 30.00	1	\$ 30.00
Sewer Permit Fee	\$ 30.00	1	\$ 30.00
Water Meter Installation Fee:	\$ 400.00	1	\$ 400.00
Water Capacity Charge (see EDU calcs below):	\$ 2,800.00	1.00	\$ 2,800.00
Sewer Capacity Charge (see EDU calcs below):	\$ 1,000.00	1.00	\$ 1,000.00
Constructino Inspection (single lot):	\$ 400.00	1	\$ 400.00
Construction Inspection (large project):	\$ 500.00	0	\$ -
<b>Total</b>			<b>\$ 5,160.00 *</b>

**Water /Sewer Equivalent Dwelling Units (EDU):**

Proposed Total Dwelling Units:	1	
Existing Dwelling Units:	<u>0</u>	
Net Increase in Dwelling Units:	1	
Net EDU's Due:	1	If reducing EDU count, no charge

**Water Meter Size:**

**Additional Review Fees:**

Reviewer: Hours:	Rate:	Subtotal:
District Engineer	\$ 80.00	\$ -
Capital Projects Manager	\$ 65.00	\$ -
Project Engineer	\$ 55.00	\$ -
Associate Engineer	\$ 50.00	\$ -
Consultant		<u>\$ -</u>
Total		\$ -

\* Fee estimate not final until reviewed by MCWD staff.

## **Example No. 2, Modified Residential**

(Add a bathroom to an existing 3 bedroom, 2 bath home.)

### **1. COMPLETE THE RESIDENTIAL CONNECTION FORM AND PERMIT APPLICATION**

(See Attachment)

#### **Existing Features:**

3 Bedroom

2 Bath

2 Toilets

2 Sinks

Laundry Room

Washer/Dryer

Kitchen

Located in the Marina service area

#### **Proposed Addition:**

1 Toilet

1 Sink

### **2. COMPLETE THE FEES AND CHARGES WORKSHEET**

**Box A:** Preliminary/Plan Check Fees \$200.00  
(Existing Residential Modification, no additional Dwelling Unit)

***\*\*No changes anticipated for existing water and sewer lateral.***



Property Address: 125 Example Drive, Marina, CA

**TABLE NO. 2 - POST-PROJECT PROPERTY FIXTURE COUNT (All fixtures after project completion.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bathtub, Large (over 55 gallon capacity)		4.0	3.0	0.0	0.0
Bathtub, Standard (may have shower head above)	2	4.0	2.0	8.0	4.0
Bidet		1.0	1.0	0.0	0.0
Clothes Washer	1	4.0	3.0	4.0	3.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)		3.0	2.0	0.0	0.0
Dishwasher	1	1.5	2.0	1.5	2.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)		1.0	1.5	0.0	0.0
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)		2.0	2.0	0.0	0.0
Sink, Bar		1.0	1.0	0.0	0.0
Sink, Kitchen	1	1.5	2.0	1.5	2.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory (dual bath count as 1)	3	1.0	1.0	3.0	3.0
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		3.0	4.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)	2	2.5	3.0	5.0	6.0
Water Closet, HET (1.3 gal per flush or dual flush)	1	1.5	2.0	1.5	2.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Hose Bibbs (1st Hose Bibb)	1	2.5	0	2.5	0.0
Hose Bibbs (each additional)	2	1.0	0	2.0	0.0
Lawn Sprinklers (each head)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

**Proposed Total Water Fixture Units** 29.0  
**Proposed Total Sewer Fixture Units** 22.0  
**Proposed Total Dwelling Units** 1

In completing the Water Release Form, the undersigned acknowledges that any discrepancy or mistake may cause rejection or delay in processing the application. Additionally, the undersigned is responsible for accurately accounting for all water fixtures. If the fixture unit count changes without notification to the District, or if a difference in fixtures is documented upon official inspection, water permits for the property may be cancelled. In addition, water fixtures installed without a water permit may be cause for interruptions of the water service to the site, additional fees and penalties the imposition of a lien on the property, and deduction from the local jurisdiction's allocation.

I certify, under the penalty of perjury, that the information provided on the Water Release Form & Permit application is to my knowledge correct, and the information accurately reflects the changes affecting water presently planned for this property

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

This form expires on the same date as any discretionary or building permits issued for this project by the city or county expire.

For MCWD only:

Date Received: \_\_\_\_\_ By: \_\_\_\_\_

Property Address: 125 Example Drive, Marina, CA

**Fees and Capacity Charges Calculations**

Svc Area:

Fees	Fee Schedule	No. Units	Extension
Preliminary Project Review Fee, New Residence	\$ 500.00	0	\$ -
Preliminary Review Fee, Addition/Renovation	\$ 200.00	1	\$ 200.00
Additional Review Fees (actual cost)	\$ -	1	\$ -
Water Permit Fee	\$ 30.00	0	\$ -
Sewer Permit Fee	\$ 30.00	0	\$ -
Water Meter Installation Fee:	\$ 350.00	0	\$ -
Water Capacity Charge (see EDU calcs below):	\$ 4,164.00	0.00	\$ -
Sewer Capacity Charge (see EDU calcs below):	\$ 1,485.00	0.00	\$ -
Constructino Inspection (single lot):	\$ 400.00	0	\$ -
Construction Inspection (large project):	\$ 500.00	0	\$ -
<b>Total</b>			<b>\$ 200.00 *</b>

**Water /Sewer Equivalent Dwelling Units (EDU):**

Proposed Total Dwelling Units:	1	
Existing Dwelling Units:	<u>1</u>	
Net Increase in Dwelling Units:	0	
Net EDU's Due:	0	If reducing EDU count, no charge

**Water Meter Size:**

**Additional Review Fees:**

Reviewer: Hours:	Rate:	Subtotal:
District Engineer	\$ 80.00	\$ -
Capital Projects Manager	\$ 65.00	\$ -
Project Engineer	\$ 55.00	\$ -
Associate Engineer	\$ 50.00	\$ -
Consultant		<u>\$ -</u>
Total		\$ -

\* Fee estimate not final until reviewed by MCWD staff.

## **Example No. 3, Add A Dwelling Unit**

(Add a carriage unit apartment to an existing 3 bedroom, 2 bath home.)

### **3. COMPLETE THE RESIDENTIAL CONNECTION FORM AND PERMIT APPLICATION (See Attachment)**

#### **Existing Features:**

3 Bedroom  
2 Bath  
2 Toilets  
2 Sinks  
Laundry Room  
Washer/Dryer  
Kitchen  
Located in the Marina service area

#### **Proposed Addition:**

1 Toilet  
1 Sink  
1 Shower  
1 Kitchen Sink

### **4. COMPLETE THE FEES AND CHARGES WORKSHEET**

<b>Box A.</b>	Preliminary/Plan Check Fees (Plan Review)	\$500.00
<b>Box B.</b>	Water/Sewer Permit Fee, \$30.00 each	\$60.00
<b>Box C.</b>	Water Connection Fee, (Install Meter) ¾"	\$350.00
<b>Box E.</b>	Construction Inspection Fee	\$400.00
<b>Box G.</b>	Water Capacity Charges (Step 5 on How to Calculate Water Capacity Charges) No. of Residential Units 1 x \$4,164.00= \$4,164.00	\$4,164.00
<b>Box H.</b>	Sewer Capacity Charges (Step 5 on How to Calculate Sewer Capacity Charges) No. of Residential Units 1 x \$1,485.00=\$1,485.00	\$1,000.00
	<b>Total Charges:</b>	<b>\$6,959.00</b>

**MARINA COAST WATER DISTRICT**  
**11 Reservation Road, Marina CA 93933 (831) 384-6131**  
**RESIDENTIAL CONNECTION FORM AND PERMIT APPLICATION**

NOTE: When approved and signed by the jurisdiction, this form must be submitted with final and complete construction plans to the Marina Coast Water District permit office.

*Completing the Residential Connection Form & Permit Application does not guarantee issuance of a permit.*  
**ALL SPACES BELOW MUST BE COMPLETED OR THE APPLICATION MAY NOT BE PROCESSED.**

(Please print clearly.)

Property Owner: Mr. and Mrs. Example No. 3  
 Owner's Telephone Number: (831) 123-xxxx  
 Agent/Representative: \_\_\_\_\_  
 Agent's Telephone Number: \_\_\_\_\_  
 Property Address: 127 Example Way, Marina, CA  
 Mailing Address (if different from property): \_\_\_\_\_  
 Assessor's Parcel Number \_\_\_\_\_  
 Project Type (Check One) \_\_\_\_\_ Single Family Residence, New Construction  
 \_\_\_\_\_ SF Residence, Addition/Renovation  
 \_\_\_\_\_ Multi-Family Residence, New Construction  
 MF Residence, Addition/Renovation  
 Water Meters Required (enter quantity): 1 Potable 0 Irrigation

**NEW CONSTRUCTION SKIP TO TABLE 2.**

**TABLE NO. 1 - EXISTING PROPERTY FIXTURE COUNT (All fixtures before project.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bathub, Large (over 55 gallon capacity)		4.0	3.0	0.0	0.0
Bathub, Standard (may have shower head above)	2	4.0	2.0	8.0	4.0
Bidet		1.0	1.0	0.0	0.0
Clothes Washer	1	4.0	3.0	4.0	3.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)		3.0	2.0	0.0	0.0
Dishwasher	1	1.5	2.0	1.5	2.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)		1.0	1.5	0.0	0.0
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)		2.0	2.0	0.0	0.0
Sink, Bar		1.0	1.0	0.0	0.0
Sink, Kitchen	1	1.5	2.0	1.5	2.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory (dual bath count as 1)	2	1.0	1.0	2.0	2.0
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		3.0	4.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)	2	2.5	3.0	5.0	6.0
Water Closet, HET (1.3 gal per flush or dual flush)		1.5	2.0	0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Hose Bibbs (1st Hose Bibb)	1	2.5	0	2.5	0.0
Hose Bibbs (each additional)	2	1.0	0	2.0	0.0
Lawn Sprinklers (each head)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

**Total Existing Water Fixture Units**

26.5

**Total Existing Sewer Fixture Units**

19.0

**Total Existing Dwelling Units**

1

Property Address: 127 Example Way, Marina, CA

**TABLE NO. 2 - POST-PROJECT PROPERTY FIXTURE COUNT (All fixtures after project completion.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bathtub, Large (over 55 gallon capacity)		4.0	3.0	0.0	0.0
Bathtub, Standard (may have shower head above)	2	4.0	2.0	8.0	4.0
Bidet		1.0	1.0	0.0	0.0
Clothes Washer	1	4.0	3.0	4.0	3.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)		3.0	2.0	0.0	0.0
Dishwasher	1	1.5	2.0	1.5	2.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)		1.0	1.5	0.0	0.0
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)	1	2.0	2.0	2.0	2.0
Sink, Bar		1.0	1.0	0.0	0.0
Sink, Kitchen	2	1.5	2.0	3.0	4.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory (dual bath count as 1)	3	1.0	1.0	3.0	3.0
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		3.0	4.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)	2	2.5	3.0	5.0	6.0
Water Closet, HET (1.3 gal per flush or dual flush)	1	1.5	2.0	1.5	2.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Hose Bibbs (1st Hose Bibb)	1	2.5	0	2.5	0.0
Hose Bibbs (each additional)	2	1.0	0	2.0	0.0
Lawn Sprinklers (each head)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

<b>Proposed Total Water Fixture Units</b>		<u>32.5</u>	
<b>Proposed Total Sewer Fixture Units</b>			<u>26.0</u>
<b>Proposed Total Dwelling Units</b>	2		

In completing the Water Release Form, the undersigned acknowledges that any discrepancy or mistake may cause rejection or delay in processing the application. Additionally, the undersigned is responsible for accurately accounting for all water fixtures. If the fixture unit count changes without notification to the District, or if a difference in fixtures is documented upon official inspection, water permits for the property may be cancelled. In addition, water fixtures installed without a water permit may be cause for interruptions of the water service to the site, additional fees and penalties the imposition of a lien on the property, and deduction from the local jurisdiction's allocation.

I certify, under the penalty of perjury, that the information provided on the Water Release Form & Permit application is to my knowledge correct, and the information accurately reflects the changes affecting water presently planned for this property

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

This form expires on the same date as any discretionary or building permits issued for this project by the city or county expire.

For MCWD only:

Date Received: \_\_\_\_\_ By: \_\_\_\_\_



Property Address: 127 Example Way, Marina, CA

**Fees and Capacity Charges Calculations**

Svc Area:

Fees	Fee Schedule	No. Units	Extension
Preliminary Project Review Fee, New Residence	\$ 500.00	1	\$ 500.00
Preliminary Review Fee, Addition/Renovation	\$ 200.00	0	\$ -
Additional Review Fees (actual cost)	\$ -	1	\$ -
Water Permit Fee	\$ 30.00	1	\$ 30.00
Sewer Permit Fee	\$ 30.00	1	\$ 30.00
Water Meter Installation Fee:	\$ 350.00	1	\$ 350.00
Water Capacity Charge (see EDU calcs below):	\$ 4,164.00	1.00	\$ 4,164.00
Sewer Capacity Charge (see EDU calcs below):	\$ 1,485.00	1.00	\$ 1,485.00
Constructino Inspection (single lot):	\$ 400.00	1	\$ 400.00
Construction Inspection (large project):	\$ 500.00	0	\$ -
<b>Total</b>			<b>\$ 6,959.00 *</b>

**Water /Sewer Equivalent Dwelling Units (EDU):**

Proposed Total Dwelling Units:	2	
Existing Dwelling Units:	<u>1</u>	
Net Increase in Dwelling Units:	1	
Net EDU's Due:	1	If reducing EDU count, no charge

**Water Meter Size:**

**Additional Review Fees:**

Reviewer:	Hours:	Rate:	Subtotal:
District Engineer		\$ 80.00	\$ -
Capital Projects Manager		\$ 65.00	\$ -
Project Engineer		\$ 55.00	\$ -
Associate Engineer		\$ 50.00	\$ -
Consultant			\$ -
<b>Total</b>			<b>\$ -</b>

\* Fee estimate not final until reviewed by MCWD staff.

# Example No. 4, New Commercial

(Construct a new fast food restaurant on a vacant lot.)

## 1. COMPLETE THE COMMERCIAL CONNECTION FORM AND PERMIT APPLICATION (See Attachment)

100 Seats  
2 Public Restrooms  
2 Kitchen Sinks  
2 Dishwashers  
4 Stoves/Ovens  
1 Commercial Sink  
2 Walk in Freezers  
2 Refrigerators  
4 Deep Fryer Vats

Located in the Ord Community service area

## 2. COMPLETE THE FEES AND CHARGES WORKSHEET

**Box A.** Preliminary/Plan Check Fees (Plan Review) \$500.00

**Box B.** Water/Sewer Permit Fee, \$30.00 each \$60.00

**Box C.** Water Connection Fee, (Install Meter) 2 ea 1" \$800.00

**Box E.** Construction Inspection Fee \$500.00

### **Box G.** Water Capacity Charges

Step 1 Restaurant  
Step 2 Basis  $100 \times 0.029 \text{ AFY/seat} = 2.9 \text{ AFY}$   
 $500 \text{ SF Landscape} \times 2.1 \text{ AFY/ac} = 0.02 \text{ AFY}$   
Step 3 New construction = 0 AFY credit  
Step 4  $2.92 \text{ AFY} \div 0.33 \text{ AFY/EDU} = 8.9 \text{ EDU}$   
Step 5  $8.9 \text{ EDU} \times \$2,800 =$  \$24,811.00

### **Box J** Sewer Capacity Charges

Step 1 Restaurant  
Step 2  $24.5 \text{ Fixture Units} \div 20 \text{ Fixtures/EDU} = 1.23 \text{ EDU}$   
Step 3 New construction = 0 EDU credit  
Step 4 Net Increase in Demand =  $1.23 - 0.0 = 1.23 \text{ EDU}$   
Step 5  $1.23 \text{ EDU} \times \$1,000 =$  \$1,225.00

**Total Charges: \$27,896.00**

**MARINA COAST WATER DISTRICT**  
**11 Reservation Road, Marina CA 93933 (831) 384-6131**  
**COMMERCIAL CONNECTION FORM AND PERMIT APPLICATION**

*Completing the Commercial Connection Form & Permit Application does not guarantee issuance of a permit.*  
**ALL SPACES BELOW MUST BE COMPLETED OR THE APPLICATION MAY NOT BE PROCESSED.**  
(Please print clearly.)

**1. OWNERSHIP INFORMATION**

Property Owner: Business Owner No. 4  
Owner's Telephone Number: (831) 456-xxxx  
Mailing Address: 345 Anywhere Street, Marina CA

**2. AGENT/REPRESENTATIVE INFORMATION**

Agent/Representative: \_\_\_\_\_  
Agent's Telephone Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

**3. PROPERTY INFORMATION**

Property Address: 345 Someplace Parkway, Marina CA  
Assessor's Parcel Number \_\_\_\_\_  
Project Type (Check One)  New Construction  
 Rennovation of Existing Property  
 New business in existing building, no rennovation  
Water Meters Required (enter quantity): 1 Potable 1 Irrigation

**4. BUSINESS INFORMATION (used to calculate capacity charges)**

Item	Proposed		Previous		Change
List Business Type	Restaurant		For new const, leave blank		
No. of Employees	20				20
Auto repair shops		sq. ft.		sq. ft.	0
Bar		seats		seats	0
Beauty shop/barber shop		stations		stations	0
Car wash w/recycle		sq. ft.		sq. ft.	0
Child Care		sq. ft.		sq. ft.	0
Commercial laundry		washers		washers	0
Delicatessen (w/o seating)		sq. ft.		sq. ft.	0
Dental offices		sq. ft.		sq. ft.	0
Dry Cleaners (no washer machines)		sq. ft.		sq. ft.	0
Gas station		pumps		pumps	0
General retail		sq. ft.		sq. ft.	0
General office		sq. ft.		sq. ft.	0
Grocery and other Markets		sq. ft.		sq. ft.	0
Hotel/motel/bed & breakfast		units		units	0
Laundromat (self-serve)		washers		washers	0
Medical offices		sq. ft.		sq. ft.	0
Meeting halls, churches		sq. ft.		sq. ft.	0
Nursing home		rooms		rooms	0
Photographic lab		sq. ft.		sq. ft.	0
Plant nursery		sq. ft. land		sq. ft. land	0
Public restroom		toilets		toilets	0
Restaurant (incl. fast food, deli, sandwich shop)	100	seats		seats	100
Retail photo w/processing		sq. ft.		sq. ft.	0
Swimming pool (per 100 sq. ft. pool surface area)		100 sf		100 sf	0
Theater		seats		seats	0
Veterinary		sq. ft.		sq. ft.	0
Warehouse, distribution, self-storage		sq. ft.		sq. ft.	0

**continued on next page**

Property Address: 345 Someplace Parkway, Marina CA

**4. BUSINESS INFORMATION (continued)**

**Exterior Irrigation**

Item	Proposed	Previous	Change
Landscape (non-turf)	500 sq. ft.	sq. ft.	500
Landscape (turf)	0 sq. ft.	sq. ft.	0

**NEW CONSTRUCTION SKIP TO TABLE 2.**

**TABLE NO. 1 - EXISTING PROPERTY FIXTURE COUNT (All fixtures before project.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bathub, Standard (may have shower head above)		4.0	2.0	0.0	0.0
Clothes Washer		4.0	3.0	0.0	0.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)		3.0	2.0	0.0	0.0
Dishwasher		1.5	2.0	0.0	0.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)		1.0	1.5	0.0	0.0
Drinking Fountain / Water Cooler		0.5	0.5	0.0	0.0
Floor Drain		0.0	3.0	0.0	0.0
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)		2.0	2.0	0.0	0.0
Sink, Bar		2.0	2.0	0.0	0.0
Sink, Commercial sink (Service/Mop)		3.0	3.0	0.0	0.0
Sink, Kitchen		1.5	2.0	0.0	0.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory		1.0	1.0	0.0	0.0
Urinal, flushometer (1.0 gal per flush)		2.0	2.0	0.0	0.0
Urinal, waterless		0.0	0.5	0.0	0.0
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		5.5	6.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)		2.5	4.0	0.0	0.0
Water Closet, HET (1.3 gal per flush or dual flush)		1.5	3.0	0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Drinking Fountain		0.5	0	0.0	0.0
Hose Bibbs (1st Hose Bibb)		2.5	0	0.0	0.0
Hose Bibbs (each additional)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

**Total Existing Water Fixture Units**

**0.0**

**Total Existing Sewer Fixture Units**

**0.0**

Property Address: 345 Someplace Parkway, Marina CA

**TABLE NO. 2 - POST-PROJECT PROPERTY FIXTURE COUNT (All fixtures after project completion.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bath tub, Standard (may have shower head above)		4.0	2.0	0.0	0.0
Clothes Washer		4.0	3.0	0.0	0.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)		3.0	2.0	0.0	0.0
Dishwasher	2	1.5	2.0	3.0	4.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)		1.0	1.5	0.0	0.0
Drinking Fountain / Water Cooler		0.5	0.5	0.0	0.0
Floor Drain		0.0	3.0	0.0	0.0
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)		2.0	2.0	0.0	0.0
Sink, Bar		2.0	2.0	0.0	0.0
Sink, Commercial sink (Service/Mop)	1	3.0	3.0	3.0	3.0
Sink, Kitchen	2	1.5	2.0	3.0	4.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory	4	1.0	1.0	4.0	4.0
Urinal, flushometer (1.0 gal per flush)		2.0	2.0	0.0	0.0
Urinal, waterless	1	0.0	0.5	0.0	0.5
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		5.5	6.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)		2.5	4.0	0.0	0.0
Water Closet, HET (1.3 gal per flush or dual flush)	3	1.5	3.0	4.5	9.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Drinking Fountain	1	0.5	0	0.5	0.0
Hose Bibbs (1st Hose Bibb)	1	2.5	0	2.5	0.0
Hose Bibbs (each additional)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

**Proposed Total Water Fixture Units**

20.5

**Proposed Total Sewer Fixture Units**

24.5

In completing the Commercial Connection Form and Permit Application, the undersigned acknowledges that any discrepancy or mistake may cause rejection or delay in processing the application. Additionally, the undersigned is responsible for accurately accounting for all water fixtures. If the fixture unit count changes or business type changes without notification to the District, or if a difference in fixtures or business type is documented upon official inspection, water permits for the property may be cancelled. In addition, if water fixtures are installed or a change of business type occurs without a water permit, then this may be cause for interruptions of the water service to the site, additional fees and penalties, the imposition of a lien on the property, and deduction from the local jurisdiction's allocation.

I certify, under the penalty of perjury, that the information provided on the Commercial Connection Form and Permit Application is to my knowledge correct, and the information accurately reflects the changes affecting water presently planned for this property.

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

This form expires on the same date as any discretionary or building permits issued for this project by the city or county expire.

For MCWD only:

\_\_\_\_\_  
Date Received:

\_\_\_\_\_  
By:

Property Address: 345 Someplace Parkway, Marina CA

**Fees and Capacity Charges Calculations**

Svc Area:

Fees	Fee Schedule	No. Units	Extension
Preliminary Project Review Fee, New Construction	\$ 500.00	1	\$ 500.00
Preliminary Review Fee, Comm. Modifications	\$ 400.00	0	\$ -
Additional Review Fees (actual cost)	\$ -	1	\$ -
Water Permit Fee	\$ 30.00	1	\$ 30.00
Sewer Permit Fee	\$ 30.00	1	\$ 30.00
Potable Water Meter Installation Fee:	\$ 400.00	1	\$ 400.00
Irrigation Meter Installation Fee:	\$ 400.00	1	\$ 400.00
Interior Water Capacity Charge (see EDU calcs):	\$ 2,800.00	8.79	\$ 24,606.00
Exterior Water Capacity Charge (see EDU calcs):	\$ 2,800.00	0.07	\$ 205.00
Sewer Capacity Charge (see EDU calcs below):	\$ 1,000.00	1.23	\$ 1,225.00
Construction Inspection (single lot):	\$ 400.00	0	\$ -
Construction Inspection (large project):	\$ 500.00	1	\$ 500.00
<b>Total</b>			<b>\$ 27,896.00 *</b>

**Interior Water Equivalent Dwelling Units (EDU):**

Proposed Total Water Demand:	2.9 AFY
Existing Water Demand:	0.0 AFY
Net Increase in Demand:	<u>2.9 AFY</u>
Water EDUs @ 0.33 AFY per EDU:	8.8
Previous EDUs Paid:	<u>0.0</u>
Net EDU's Due:	8.8

**Exterior Water Equivalent Dwelling Units (EDU):**

Proposed Total Water Demand:	0.02 AFY
Existing Water Demand:	0.00 AFY
Net Increase in Demand:	<u>0.02 AFY</u>
Water EDUs @ 0.33 AFY per EDU:	0.1
Previous EDUs Paid:	<u>0.0</u>
Net EDU's Due:	0.1

**Sewer Equivalent Dwelling Units (EDU):**

Proposed Total Sewer Fixture Units:	24.5
Existing Sewer Fixture Units:	0.0
Net Increase in Fixture Units:	<u>24.5</u>
Sewer EDUs @ 20 FU per EDU (min 1):	1.23 Hotel/motel use 1 EDU/room
Previous EDUs Paid:	<u>0.00</u>
Net EDU's Due:	1.2

**Potable Water Meter Size:**   
**Irrigation Water Meter Size:**

**Backflow Devices:** Size: Quantity: Size: Quantity:  
**Potable:**  
**Irrigation:**

**Additional Review Fees:**

Reviewer: Hours:	Rate:	Subtotal:
District Engineer	\$ 80.00	\$ -
Capital Projects Manager	\$ 65.00	\$ -
Project Engineer	\$ 55.00	\$ -
Associate Engineer	\$ 50.00	\$ -
Consultant	<u>\$ -</u>	<u>\$ -</u>
Total		\$ -

## **Example No. 5, Modified Commercial**

(Modify an existing fast food restaurant by adding 25 extra seats.)

### **1. COMPLETE THE COMMERCIAL CONNECTION FORM AND PERMIT APPLICATION (See Attachment)**

#### **Existing Features**

100 Seats  
2 public Restroom  
2 Kitchen Sinks  
2 Dishwashers  
4 Stoves/Ovens  
1 Commercial Sink  
2 Walk in Freezers  
4 Deep Fryer Vats  
Located in the Marina service area

#### **Proposed Addition**

25 Seats

### **2. COMPLETE THE FEES AND CHARGES WORKSHEET**

**Box A.** Preliminary/Plan Check Fees (Plan Review) \$400.00

**Box E.** Construction Inspection Fee \$400.00

#### **Box G. Water Capacity Charges**

Step 1	Restaurant	
Step 2	Basis 125 x 0.029 AFY/seat = 3.6 AFY	
	500 SF Landscape x 2.1 AFY/ac = 0.02 AFY	
Step 3	Basis 100 x 0.029 AFY/seat = 2.9 AFY	
	500 SF Landscape x 2.1 AFY/ac = 0.02 AFY	
Step 4	0.7 AFY ÷ 0.33 AFY/EDU = 2.2 EDU	
Step 5	2.2 EDU x \$4,164 =	\$9,148.00

#### **Box J Sewer Capacity Charges**

Step 1	Restaurant	
Step 2	24.5 Fixture Units ÷ 20 Fixtures/EDU = 1.23 EDU	
Step 3	24.5 Fixture Units ÷ 20 Fixtures/EDU = 1.23 EDU	
Step 4	Net Increase in Demand = 1.23 – 1.23 = 0.0 EDU	
Step 5	1.23 EDU x \$1,000 =	\$0.00

**Total Charges: \$9,948.00**

**MARINA COAST WATER DISTRICT**  
**11 Reservation Road, Marina CA 93933 (831) 384-6131**  
**COMMERCIAL CONNECTION FORM AND PERMIT APPLICATION**

*Completing the Commercial Connection Form & Permit Application does not guarantee issuance of a permit.*  
**ALL SPACES BELOW MUST BE COMPLETED OR THE APPLICATION MAY NOT BE PROCESSED.**  
(Please print clearly.)

**1. OWNERSHIP INFORMATION**

Property Owner: Business Owner No. 5  
Owner's Telephone Number: (831) 456-xxxx  
Mailing Address: 456 Anywhere Street, Marina CA

**2. AGENT/REPRESENTATIVE INFORMATION**

Agent/Representative: \_\_\_\_\_  
Agent's Telephone Number: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_

**3. PROPERTY INFORMATION**

Property Address: 456 Someother Parkway, Marina CA  
Assessor's Parcel Number \_\_\_\_\_  
Project Type (Check One)  
 New Construction  
 Renovation of Existing Property  
 New business in existing building, no renovation  
Water Meters Required (enter quantity): 0 Potable 0 Irrigation

**4. BUSINESS INFORMATION (used to calculate capacity charges)**

Item	Proposed		Previous		Change
List Business Type	Restaurant		For new const, leave blank		
No. of Employees	20		20		0
Auto repair shops		sq. ft.		sq. ft.	0
Bar		seats		seats	0
Beauty shop/barber shop		stations		stations	0
Car wash w/recycle		sq. ft.		sq. ft.	0
Child Care		sq. ft.		sq. ft.	0
Commercial laundry		washers		washers	0
Delicatessen (w/o seating)		sq. ft.		sq. ft.	0
Dental offices		sq. ft.		sq. ft.	0
Dry Cleaners (no washer machines)		sq. ft.		sq. ft.	0
Gas station		pumps		pumps	0
General retail		sq. ft.		sq. ft.	0
General office		sq. ft.		sq. ft.	0
Grocery and other Markets		sq. ft.		sq. ft.	0
Hotel/motel/bed & breakfast		units		units	0
Laundromat (self-serve)		washers		washers	0
Medical offices		sq. ft.		sq. ft.	0
Meeting halls, churches		sq. ft.		sq. ft.	0
Nursing home		rooms		rooms	0
Photographic lab		sq. ft.		sq. ft.	0
Plant nursery		sq. ft. land		sq. ft. land	0
Public restroom		toilets		toilets	0
Restaurant (incl. fast food, deli, sandwich shop)	125	seats	100	seats	25
Retail photo w/processing		sq. ft.		sq. ft.	0
Swimming pool (per 100 sq. ft. pool surface area)		100 sf		100 sf	0
Theater		seats		seats	0
Veterinary		sq. ft.		sq. ft.	0
Warehouse, distribution, self-storage		sq. ft.		sq. ft.	0

**continued on next page**



Property Address: 456 Someother Parkway, Marina CA

**4. BUSINESS INFORMATION (continued)**

**Exterior Irrigation**

Item	Proposed	Previous	Change
Landscape (non-turf)	500 sq. ft.	500 sq. ft.	0
Landscape (turf)	0 sq. ft.	0 sq. ft.	0

**NEW CONSTRUCTION SKIP TO TABLE 2.**

**TABLE NO. 1 - EXISTING PROPERTY FIXTURE COUNT (All fixtures before project.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bathub, Standard (may have shower head above)		4.0	2.0	0.0	0.0
Clothes Washer		4.0	3.0	0.0	0.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)		3.0	2.0	0.0	0.0
Dishwasher	2	1.5	2.0	3.0	4.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)		1.0	1.5	0.0	0.0
Drinking Fountain / Water Cooler		0.5	0.5	0.0	0.0
Floor Drain		0.0	3.0	0.0	0.0
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)		2.0	2.0	0.0	0.0
Sink, Bar		2.0	2.0	0.0	0.0
Sink, Commercial sink (Service/Mop)	1	3.0	3.0	3.0	3.0
Sink, Kitchen	2	1.5	2.0	3.0	4.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory	4	1.0	1.0	4.0	4.0
Urinal, flushometer (1.0 gal per flush)		2.0	2.0	0.0	0.0
Urinal, waterless	1	0.0	0.5	0.0	0.5
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		5.5	6.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)		2.5	4.0	0.0	0.0
Water Closet, HET (1.3 gal per flush or dual flush)	3	1.5	3.0	4.5	9.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Drinking Fountain	1	0.5	0	0.5	0.0
Hose Bibbs (1st Hose Bibb)	1	2.5	0	2.5	0.0
Hose Bibbs (each additional)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

**Total Existing Water Fixture Units**

20.5

**Total Existing Sewer Fixture Units**

24.5

Property Address: 456 Someother Parkway, Marina CA

**TABLE NO. 2 - POST-PROJECT PROPERTY FIXTURE COUNT (All fixtures after project completion.)**

TYPE OF FIXTURE	No. Fixtures	Fixture Units per		Total Fixture Units	
		Water	Sewer	Water	Sewer
<b>Indoor Fixtures</b>					
Bathtub, Standard (may have shower head above)		4.0	2.0	0.0	0.0
Clothes Washer		4.0	3.0	0.0	0.0
Clothes Washer, ULF (maximum 18 gallons per cycle)		2.0	1.5	0.0	0.0
Clothes Washer, ULF (maximum 28 gallons per cycle)		3.0	2.0	0.0	0.0
Dishwasher	2	1.5	2.0	3.0	4.0
Dishwasher, ULF (maximum 7.66 gallons per cycle)		1.0	1.5	0.0	0.0
Drinking Fountain / Water Cooler		0.5	0.5	0.0	0.0
Floor Drain		0.0	3.0	0.0	0.0
Shower (each additional showerhead)		2.0	1.0	0.0	0.0
Shower, separate stall (one head)		2.0	2.0	0.0	0.0
Sink, Bar		2.0	2.0	0.0	0.0
Sink, Commercial sink (Service/Mop)	1	3.0	3.0	3.0	3.0
Sink, Kitchen	2	1.5	2.0	3.0	4.0
Sink, Laundry		1.5	2.0	0.0	0.0
Sink, Wash basin/Lavatory	4	1.0	1.0	4.0	4.0
Urinal, flushometer (1.0 gal per flush)		2.0	2.0	0.0	0.0
Urinal, waterless	1	0.0	0.5	0.0	0.5
Water Closet (toilet, pre-1993, over 1.6 gal per flush)		5.5	6.0	0.0	0.0
Water Closet, ULF (1.6 gal per flush)		2.5	4.0	0.0	0.0
Water Closet, HET (1.3 gal per flush or dual flush)	3	1.5	3.0	4.5	9.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
Other (specify)				0.0	0.0
<b>Outdoor Fixtures</b>					
Decorative fountain (built in fixtures only)		1.0	0	0.0	0.0
Drinking Fountain	1	0.5	0	0.5	0.0
Hose Bibbs (1st Hose Bibb)	1	2.5	0	2.5	0.0
Hose Bibbs (each additional)		1.0	0	0.0	0.0
Outdoor spa/Jacuzzi (built in fixtures only)		2.0	0	0.0	0.0
Swimming pool (ea. 100 sq. ft. of pool surface)		1.0	0	0.0	0.0

**Proposed Total Water Fixture Units**

20.5

**Proposed Total Sewer Fixture Units**

24.5

In completing the Commercial Connection Form and Permit Application, the undersigned acknowledges that any discrepancy or mistake may cause rejection or delay in processing the application. Additionally, the undersigned is responsible for accurately accounting for all water fixtures. If the fixture unit count changes or business type changes without notification to the District, or if a difference in fixtures or business type is documented upon official inspection, water permits for the property may be cancelled. In addition, if water fixtures are installed or a change of business type occurs without a water permit, then this may be cause for interruptions of the water service to the site, additional fees and penalties, the imposition of a lien on the property, and deduction from the local jurisdiction's allocation.

I certify, under the penalty of perjury, that the information provided on the Commercial Connection Form and Permit Application is to my knowledge correct, and the information accurately reflects the changes affecting water presently planned for this prop

\_\_\_\_\_  
Signature of Owner/Agent

\_\_\_\_\_  
Date

This form expires on the same date as any discretionary or building permits issued for this project by the city or county expire.

For MCWD only:

\_\_\_\_\_  
Date Received:

\_\_\_\_\_  
By:

Property Address: 456 Someother Parkway, Marina CA

**Fees and Capacity Charges Calculations**

Svc Area: Marina

Fees	Fee Schedule	No. Units	Extension
Preliminary Project Review Fee, New Construction	\$ 500.00	0	\$ -
Preliminary Review Fee, Comm. Modifications	\$ 400.00	1	\$ 400.00
Additional Review Fees (actual cost)	\$ -	1	\$ -
Water Permit Fee	\$ 30.00	0	\$ -
Sewer Permit Fee	\$ 30.00	0	\$ -
Potable Water Meter Installation Fee:	\$ 400.00	0	\$ -
Irrigation Meter Installation Fee:	\$ 400.00	0	\$ -
Interior Water Capacity Charge (see EDU calcs):	\$ 4,164.00	2.20	\$ 9,148.00
Exterior Water Capacity Charge (see EDU calcs):	\$ 4,164.00	0.00	\$ -
Sewer Capacity Charge (see EDU calcs below):	\$ 1,485.00	0.00	\$ -
Construction Inspection (single lot):	\$ 400.00	1	\$ 400.00
Construction Inspection (large project):	\$ 500.00	0	\$ -
<b>Total</b>			<b>\$ 9,948.00 *</b>

**Interior Water Equivalent Dwelling Units (EDU):**

Proposed Total Water Demand:	3.6 AFY
Existing Water Demand:	2.9 AFY
Net Increase in Demand:	<u>0.7 AFY</u>
Water EDUs @ 0.33 AFY per EDU:	11.0
Previous EDUs Paid:	<u>8.8</u>
Net EDU's Due:	2.2

**Exterior Water Equivalent Dwelling Units (EDU):**

Proposed Total Water Demand:	0.02 AFY
Existing Water Demand:	0.02 AFY
Net Increase in Demand:	<u>0.0 AFY</u>
Water EDUs @ 0.33 AFY per EDU:	0.1
Previous EDUs Paid:	<u>0.1</u>
Net EDU's Due:	0.0

**Sewer Equivalent Dwelling Units (EDU):**

Proposed Total Sewer Fixture Units:	24.5
Existing Sewer Fixture Units:	24.5
Net Increase in Fixture Units:	<u>0.0</u>
Sewer EDUs @ 20 FU per EDU (min 1):	1.23 Hotel/motel use 1 EDU/room
Previous EDUs Paid:	<u>1.23</u>
Net EDU's Due:	0.0

<b>Potable Water Meter Size:</b>	1
<b>Irrigation Water Meter Size:</b>	1

**Backflow Devices:**      Size:      Quantity:      Size:      Quantity:  
**Potable:**  
**Irrigation:**

**Additional Review Fees:**

Reviewer: Hours:	Rate:	Subtotal:
District Engineer	\$ 80.00	\$ -
Capital Projects Manager	\$ 65.00	\$ -
Project Engineer	\$ 55.00	\$ -
Associate Engineer	\$ 50.00	\$ -
Consultant	\$ -	\$ -
Total		<u>\$ -</u>

## APPENDIX 14

### TEMPORARY WATER SERVICE APPLICATION



# TEMPORARY SERVICE APPLICATION (HYDRANT METERS)

Order Taken By: \_\_\_\_\_ Account No: \_\_\_\_\_

Date: \_\_\_\_\_ Work Order No.: \_\_\_\_\_

TYPE (Please check one)  New Service  Exchange Meter  Relocate Meter  Discontinue Service

### BILLING DATA

SERVICE ADDRESS (Where meter will be used and project area)			
Street No.	Street Name	City	Zip
NAME OF APPLICANT			
			( ) Telephone Number
BILLING ADDRESS			
Street No.	Street Name	City	Zip

### PURPOSE OF USE (Confirm with signature)

1. I certify that the use of this hydrant meter is for an air gap equipped water truck only. There will be no exceptions such as temporary hose connections, etc.

\_\_\_\_\_  
Signature of applicant

2. I certify that the use of this hydrant meter is for mixed use to include water trucks, hose connections, etc., and will provide the appropriate backflow prevention device.

\_\_\_\_\_  
Signature of applicant

### CROSS CONNECTION SPECIALIST REVIEW

1. Backflow prevention device is not required.	2. Backflow prevention device is required.
_____ Signature of O&M inspector	_____ Signature of O&M inspector
3. Type of backflow prevention device required. (Indicate one)	
DOUBLE CHECK VALVE ASSEMBLY <input type="checkbox"/>	
REDUCE PRESSURE PRINCIPAL ASSEMBLY <input type="checkbox"/>	

**FOR MARINA COAST WATER DISTRICT USE ONLY**

METER DATA Outgoing Meter Information					
--	--	--	--	--	--

Meter Size	Meter No.	Meter Make	Date Issued	No. Digits	Meter Reading

Meter Issued By: \_\_\_\_\_ Date: \_\_\_\_\_

Incoming Meter Information					
Meter Size	Meter No.	Meter Make	Date Returned	No. Digits	Meter Reading

Meter Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Description	Code Amount	Amount Paid	Date Received	Date of Passed Inspection	Amount Refunded	Date Refund Returned	Comments
Gate Valve/Meter Deposit	\$650.00						
Water Consumption Deposit	\$1,100.00 Minimum						
Relocate Meter	\$140.00 per Occurrence				N/A	N/A	
Set or Remove Meter	\$140.00				N/A	N/A	
Min. Monthly Service Charge	\$65.00				N/A	N/A	

Please attach calculation

COPIES OF VALID REQUIRED LICENSES, PERMITS AND INSURANCE MUST BE PRESENTED FOR DUPLICATION BY MARINA COAST WATER DISTRICT UPON REQUEST

\_\_\_\_\_  
Print Applicant or Agent's Name

\_\_\_\_\_  
Certification of Applicant and/or  
Signature of Applicant's Authorized Agent

\_\_\_\_\_  
Date

THE APPLICANT ACKNOWLEDGES AND REPRESENTS AS FOLLOWS:

1. The Applicant requesting temporary hydrant service must obtain a temporary hydrant permit from marina Coast Water District. As a part of the permitting process the appropriate Fire Department will be informed of the temporary hydrant service by marina Coast Water District prior to the approval of the permit.
2. The Applicant shall attach a map of the proposed hydrant location to this form. Hydrant location shall be approved by the Engineer.
3. The Applicant has received copies of and understands and agrees to comply with the regulations of Marina Coast Water District pertaining to temporary service through fire hydrants.
4. Water service will be subject to the Applicant's compliance with the regulations of the District in effect at that time.
5. The Applicant agrees to indemnify and hold marina coast Water District harmless from and against any damage or claims connected with unilateral service termination by Marina Coast Water District.
6. Damage to the water hydrants, valves or any portion of the water system shall be immediately reported to the Operations and Maintenance Superintendent, Mr. Jim Dowless, at (831) 384-6131 for repair at the expense of the permit holder.
7. An approved gate valve will be furnished by the District and placed on the outlet of the hydrant to control the flow, and shall not be operated except in a manner which will not cause pressure surges in the main. Direct connection of hoses to hydrant outlets will not be permitted, nor shall the control valves of the hydrants be operated except with the gat valve closed. Hydrant control valves shall not be operated except by Marina Coast Water District personnel.
8. The Applicant shall exercise strict water conservation practices.
9. Water usage shall be metered by Marina Coast Water District at the expense of the Applicant.
10. marina Coast Water District personnel shall remove any hydrant meter without an appropriately issued and installed Marina Coast Water District lock-out tab.
11. The Applicant shall be required to submit copies of up to date liability and additional Named Insureds and Subrogation Waivers. The Applicant shall furnish certificates of insurance as required by Marina Coast Water District standards. Marina Coast Water District shall be named as Additional Named Insureds. All required insurance policies shall waive all insurers of Contractor subrogation rights against marina Coast Water District.
12. Hydrant connections are permitted if, in the judgment of the District, adequate backflow prevention devices are in place. The Applicant shall install, maintain, and operate a mechanical or other methods or devices approved by the District to protect the water supply from possible contamination to the District's satisfaction. Failure on the part of the Applicant to comply with the District's requirements relative to cross-contamination and backflow prevention will be sufficient reason for discontinuing service until such time as the requirements have been met.
13. Hydrant meters shall be installed so that all hydrant outlets are readily accessible at all times to Fire Agency in the event of a fire.

# INDEMNIFICATION AGREEMENTS INSURANCE REQUIREMENTS

## *AGREEMENTS*

**Workers' Compensation Insurance** - By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and he/she will comply with such provisions before commencing the performance of the work of this contract.

**Indemnification** - To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend MCWD, its directors, officers, employees, or authorized volunteers, and each of them from and against:

- a. Any and all claims, demands, causes of action, damages, costs, expenses, losses or liabilities, in law or in equity, of every kind and nature whatsoever for, but not limited to, injury to or death of any person including District and/or Contractor, or any directors, officers, employees, or authorized volunteers of District or Contractor, and damages to or destruction of property of any person, including but not limited to, MCWD and/or Contractor or their directors, officers, employees, or authorized volunteers, arising out of or in any manner directly or indirectly connected with the work to be performed under this agreement, however caused, regardless of any negligence of MCWD or its directors, officers, employees, or authorized volunteers, except the sole negligence or willful misconduct or active negligence of MCWD or its directors, officers, employees, or authorized volunteers;
- b. Any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the violation of any governmental law or regulation, compliance with which is the responsibility of Contractor;
- c. Any and all losses, expenses, damages (including damages to the work itself), attorneys' fees, and other costs, including all costs of defense, which any of them may incur with respect to the failure, neglect, or refusal of Contractor to faithfully perform the work and all of the Contractor's obligations under the contract. Such costs, expenses, and damages shall include all costs, including attorneys' fees, incurred by the indemnified parties in any lawsuit to which they are a party.
- d. Consultant acknowledges and understands that the area in and around which the work will be performed has been identified as a possible location of munitions and explosives of concern ("MEC"). All indemnification obligations of Consultant under this Agreement shall specifically include claims and demands involving, arising out of or related to MEC.

Contractor shall defend, at Contractor's own cost, expense and risk, any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against MCWD or MCWD's directors, officers, employees, or authorized volunteers.



Contractor shall pay and satisfy any judgment, award or decree that may be rendered against MCWD or its directors, officers, employees, or authorized volunteers, in any such suit, action or other legal proceeding.

Contractor shall reimburse MCWD or its directors, officers, employees, or authorized volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

Contractor agrees to carry insurance for this purpose as set out in the specifications. Contractor's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the MCWD, or its directors, officers, employees or authorized volunteers.

**Commercial General Liability and Automobile Liability Insurance** - The Contractor shall provide and maintain the following commercial general liability and automobile liability insurance:

**Coverage** - Coverage for commercial general liability and automobile liability insurance shall be at least as broad as the following:

1. Insurance Services Office Commercial **General Liability** Coverage (Occurrence Form CG 0001)
2. Insurance Services Office **Automobile Liability** Coverage (Form CA 0001), covering Symbol 1 (any auto) (owned, non-owned and hired automobiles)

**Limits** - The Consultant shall maintain limits no less than the following:

1. **General Liability** - Two million dollars (\$2,000,000) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit or products-completed operations aggregate limit is used, either the general aggregate limit shall apply separately to the project/location (with the ISO CG 2503, or ISO CG 2504, or insurer's equivalent endorsement provided to the MCWD) or the general aggregate limit and products-completed operations aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability** - One million dollars (\$1,000,000) for bodily injury and property damage each accident limit.

**Required Provisions** - The general liability and automobile liability policies are to contain, or be endorsed to contain the following provisions:

1. The MCWD, its directors, officers, employees, or authorized volunteers are to be given insured status (via ISO endorsement CG 2010, CG 2033, or insurer's equivalent for general liability coverage) as respects: liability arising out of activities performed by or on behalf of the Contractors; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or

borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the MCWD, its directors, officers, employees, or authorized volunteers.

2. For any claims related to this project, the Contractor's insurance shall be primary insurance as respects the MCWD, its directors, officers, employees, or authorized volunteers. Any insurance, self-insurance, or other coverage maintained by the MCWD, its directors, officers, employees, or authorized volunteers shall not contribute to it.
3. Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the MCWD, its directors, officers, employees, or authorized volunteers.
4. The Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Each insurance policy required by this clause shall state or be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days (10 days for non-payment of premium) prior written notice by U.S. mail has been given to the MCWD.

Such liability insurance shall indemnify the Contractor and his/her sub-contractors against loss from liability imposed by law upon, or assumed under contract by, the Contractor or his/her sub-contractors for damages on account of such bodily injury (including death), property damage, personal injury and completed operations and products liability.

The general liability policy shall cover bodily injury and property damage liability, owned and non-owned equipment, blanket contractual liability, completed operations liability, explosion, collapse, underground excavation and removal of lateral support.

The automobile liability policy shall cover all owned, non-owned, and hired automobiles.

All of the insurance shall be provided on policy forms and through companies satisfactory to the MCWD.

**Deductibles and Self-Insured Retentions** - Any deductible or self-insured retention must be declared to and approved by the MCWD. At the option of the MCWD, the insurer shall either reduce or eliminate such deductibles or self-insured retentions.

**Acceptability of Insurers** - Insurance is to be placed with insurers having a current A.M. Best rating of no less than A-:VII or equivalent or as otherwise approved by the MCWD.

**MEC Coverage:** All insurance maintained by Contractor shall include coverage for services, work in or around MEC, or claims, damage or injury related in any way to this Agreement which arise from MEC. The Marina Coast Water District, its officers, directors and employees and any of its authorized representatives and volunteers shall be named as additional insureds under all insurance maintained by Consultant related in any way to work performed by it on behalf of the Marina Coast Water District.

**Workers' Compensation and Employer's Liability Insurance** - The Contractor and all sub-contractors shall insure (or be a qualified self-insured) under the applicable laws relating to workers' compensation insurance, all of their employees working on or about the construction site, in accordance with the "Workers' Compensation and Insurance Act," Division IV of the Labor Code of the State of California and any Acts amendatory thereof. The Contractor shall provide employer's liability insurance in the amount of at least \$1,000,000 per accident for bodily injury and disease.

**Responsibility for Work** - Until the completion and final acceptance by the MCWD of all the work under and implied by this Agreement, the work shall be under the Contractor's responsible care and charge. The Contractor shall rebuild, repair, restore and make good all injuries, damages, re-erections, and repairs occasioned or rendered necessary by causes of any nature whatsoever.

The Contractor shall provide and maintain builder's risk insurance (or installation floater) covering all risks of direct physical loss, damage or destruction to the work in the amount specified in the General Conditions, to insure against such losses until final acceptance of the work by the MCWD. Such insurance shall include<sup>1</sup> explosion, collapse, underground excavation and removal of lateral support. The MCWD shall be a named insured on any such policy. The making of progress payments to the Contractor shall not be construed as creating an insurable interest by or for the MCWD or be construed as relieving the Contractor or his/her subcontractors of responsibility for loss from any direct physical loss, damage or destruction occurring prior to final acceptance of the work by the MCWD.

The insurer shall waive all rights of subrogation against the MCWD, its directors, officers, employees, or authorized volunteers.

**Evidences of Insurance** - Prior to execution of the contract, the Contractor shall file with the MCWD a certificate of insurance (Accord Form 25-S or equivalent) signed by the insurer's representative. Such evidence shall include an original copy of the additional insured endorsement signed by the insurer's representative. Such evidence shall also include confirmation that coverage includes or has been modified to include Required Provisions 1-5.

The Contractor shall, upon demand of the MCWD, deliver to the MCWD such policy or policies of insurance and the receipts for payment of premiums thereon.

All insurance correspondence, certificates, binders, etc., shall be mailed to:

Marina Coast Water District  
11 Reservation Road  
Marina, CA 93933  
Attn: Administrative Services Manager

**Sub-Contractors** - In the event that the Contractor employs other contractors (sub-contractors) as part of the work covered by this agreement, it shall be the Contractor's responsibility to require and confirm that each sub-contractor meets the minimum insurance requirements specified above.

## APPENDIX 15

# REQUIREMENTS FOR THE DESIGN, INSTALLATION AND MAINTENANCE OF GREASE TRAPS, GREASE INTERCEPTORS, OR OTHER DEVICES



## APPENDIX 15

### REQUIREMENTS FOR THE DESIGN, INSTALLATION, AND MAINTANENCE OF GREASE TRAPS, GREASE INTERCEPTORS, OR OTHER DEVICES

#### Design Requirements

**Sizing Formula.** The size of a grease trap or grease interceptor shall be as determined by the District Engineer. Notwithstanding the foregoing, grease traps shall be no smaller than an 80-gallon capacity trap with a 75-gallon per minute flow rate.

**Location of Grease Traps, and Grease Interceptors.** They shall be located outside buildings, unless a finding is made by the District inspector that the location of the building on the site or some other aspect of the use prevents an outside location and that placement within a building is not hazardous to public health and safety; They shall be located and maintained at all times so as to prevent the entrance of foreign materials, shall be easily accessible for cleaning inspection and removal of intercepted grease, and shall pose no hazard to public health or safety; If they are not designed in accordance with Uniform Plumbing Code (UPC) Section 711 and/or Appendix H, they must be designed by a professional engineer, must be consistent with the District standards, and must be approved by District Engineer.

**Related Equipment.** They shall be fitted with a standard service access cover or manhole. If a manhole is required, it shall be brought to grade and finished with standard manhole cover and ring. A sampling box shall be located on the discharge side.

All discharging fixtures shall be individually trapped and vented in accordance with the UPC.

They shall be constructed of durable materials and shall have a full-size gas-tight cover which can easily be removed.

#### Installation

An approved grease trap or grease interceptor shall be installed in the waste line leading from sinks, drains, and other fixtures or equipment. A permit shall be obtained from the District inspector prior to the installation of a grease trap or grease interceptor.

They shall not be installed until the type and/or model has been subjected to, and has fully complied with, tests acceptable to the District inspector. Where an existing grease trap or grease interceptor is found acceptable by the District inspector, such equipment will be allowed to remain in use. Whenever a grease trap or grease interceptor does not comply with these provisions, the District inspector shall require corrective measures.

**Prohibited and/or Restricted Equipment.** The installation and use of garbage grinders (disposals)

in commercial-food establishments is prohibited, except where a 1000 gallon-plus interceptor is in use; The connection of high-temperature/high-flow dishwashers to a grease trap or grease interceptor is prohibited; The use of enzymes or bacterial cultures designed to disperse grease is prohibited unless specifically approved in writing by the Monterey County health department and the MRWPCA.

After the effective date of this chapter, all establishments covered by this chapter shall install an approved grease trap or grease interceptor of sufficient size to prevent discharges into the sewer system.

### **Maintenance**

Traps and interceptors shall be maintained in efficient operating condition by periodic removal of the accumulated grease. No collected grease shall be introduced into any public or private drainage piping.

Any grease trap or grease interceptor required by this chapter shall be readily accessible for inspection and properly maintained to assure that accumulations of grease or oil do not impair its efficiency or transport grease or oil into the sewer system.

All food service establishments or businesses required under this chapter to install and maintain a grease trap or grease interceptor shall maintain a maintenance record for the grease trap or grease interceptor, which shall be transmitted to the District Engineer on a quarterly basis. This record shall include the date, the name of the person who performed cleaning and the disposal site of the waste. The record shall be posted in a conspicuous location and be available for review by the District's inspector or designee at each routine inspection and at such other time as necessary for the District to determine whether a particular establishment may be performing maintenance contrary to the provisions of this chapter.

The District inspector or its designee shall perform grease trap and grease interceptor inspections bi-annually, or more often at the discretion of the District should maintenance reports not be received or should a grease trap or grease interceptor fail to operate properly.

In the event the city determines that a food service establishment or business required to install and maintain a grease trap either fails to maintain the maintenance record required by this section, or fails to maintain the grease trap as required by this section, the city may require the immediate installation of a grease interceptor.

**TABLE 10-2**  
**Grease Traps**

Total Number of Fixtures Connected	Required Rate of Flow per Minute, Gallons	Grease Retention Capacity, Pounds
1	20	40
2	25	50
3	35	70
4	50	100

**TABLE 10-2**  
**Grease Traps (Metric)**

Total Number of Fixtures Connected	Required Rate of Flow per Minute, Liters	Grease Retention Capacity, kg
1	76	18
2	95	22
3	132	31
4	189	45

Note: For installations with more than four (4) fixtures, the Administrative Authority may permit the use larger grease traps designed not to exceed the parameters of Section 1011.4, but not to exceed seventy-five (75) GPM (284 liters per minute).

*See also Appendix H, Procedures for Sizing Commercial Kitchen Grease Interceptors.*

**H 4 Sizing Criteria**

(a) **Parameters.** The parameters of sizing a grease interceptor are hydraulic loading and grease storage capacity, for one or more fixtures.

(b) **Sizing Formula.** The size of the interceptor shall be determined by the following formula:

Number of meals per peak hour 1	Waste flow rate 2	Retention time 3	Storage factor 4	=	Interceptor Size (liquid capacity)
X	X	X			

1. Meals Served at Peak Hour

2. Waste Flow Rate

- a. With dishwashing machine.....6 gallon (22.7 L) flow
- b. Without dishwashing machine.....5 gallon (18.9 L) flow
- c. Single service kitchen.....2 gallon (7.6 L) flow
- d. Food waste disposer.....1 gallon (3.8 L) flow

3. Retention Times

- Commercial kitchen waste
  - Dishwasher.....2.5 hours
- Single service kitchen
  - Single serving.....1.5 hours

4. Storage Factors

- Fully equipped commercial kitchen.....8 hour operation: 1
- .....16 hour operation: 2
- .....24 hour operation: 3
- Single Service Kitchen.....1.5

**H 5 Effluent Sampling**

An effluent sampling box on grease interceptors may be required by the Administrative Authority.

**H 6 Abandoned Grease Interceptors**

Abandoned grease interceptors shall be pumped and filled as required for abandoned sewers and sewage disposal facilities in Section 722.0



APPENDIX 16A

SAMPLE EASEMENT

**APPENDIX 16A**

**MARINA COAST WATER DISTRICT  
SAMPLE EASEMENT**

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:

Marina Coast Water District  
11 Reservation Road  
Marina, CA 93933  
Attention: District Engineer

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(Space Above For Recorder's Use)

The undersigned grantor declares:

Documentary Transfer Tax exempt  
Pursuant to Section 11932 of the  
Revenue and Taxation Code

**GRANT OF EASEMENTS**

This Grant of Easements, dated this \_\_\_\_ day of \_\_\_\_\_, 2006, is made by \_\_\_\_\_, a California \_\_\_\_\_, (“Grantor”) hereby grants and conveys to MARINA COAST WATER DISTRICT, a county water district and political subdivision of the State of California (“Grantee”), and its successors and assigns, a perpetual non-exclusive easement and right-of-way for sewer, water, and reclaimed water pipelines and appurtenant facilities for transmission purposes, including, specifically, but not by way of limitation, the right to install, construct, reconstruct, remove and replace, renew, inspect, maintain, repair, improve, relocate and otherwise use water, reclaimed water or sewer pipeline or pipelines together with incidental appurtenances, connections, and structures in, over, under, upon, along, through and across the real property hereinafter described.

Said easement shall lie in, over, under, upon, along, through and across that certain real property situated in the County of Monterey, State of California, described in Exhibit “A” and depicted in Exhibit “B” (the “Easement Area”) both of which are attached hereto and by this reference incorporated herein, together with the right to enter upon and to pass and re-pass over and along the Easement Area for the construction, operation and maintenance of the facilities to be constructed in the Easement Area by Grantee or its successors and assigns, its officers, agents and employees and by persons under contract with Grantee or its successors and assigns.

It is understood and agreed that the easements and rights-of-way acquired herein are acquired subject to the rights of the Grantor, and its successors and assigns, to use the surface of the Easement Area to the extent that such use is compatible with the full and free exercise of said easement and rights-of-way by the Grantee; provided, however, that no streets, alleys, roadways, fences, block walls, or other structures or other improvements shall be constructed upon, over, and along the Easement Area without first obtaining the prior written consent of Grantee. Grantee does hereby agree that it will not unreasonably withhold such consent.

No earth, dirt, fill or any other material shall be deposited, placed or maintained on or over the surface of the ground, nor shall any earth be removed from the cover of said pipeline or pipelines and incidental facilities without first obtaining the prior written consent of Grantee. Grantee does agree that it will not unreasonably withhold such consent. It is understood and agreed that Grantee shall bear no responsibility nor assume any cost for the maintenance, repair or replacement of any trees, shrubbery, fences, walls or other plantings or structures situated within the Easement Area that may be injured, damaged or destroyed by Grantee's use of the Easement Area.

In consideration of Grantee's acceptance and recordation of this Grant of Easement, Grantor covenants and agrees for itself and its successors and assigns that any future relocation of the water, reclaimed water or sewer pipeline or pipelines and incidental facilities described herein, if Grantee in its sole discretion consents in writing to such relocation, shall be at the sole expense of Grantor or its successors and assigns and that Grantee shall have no responsibility for such costs.

The Grantor and persons or concerns executing this Grant of Easement represent and warrant to Grantee that Grantor is the owner in fee title of the herein described property, or has the right to make this conveyance, and that it has advised the Grantee in writing of any and all outstanding easements, encumbrances, or deeds of trust.

This Easement Deed and the provisions contained herein shall be binding upon Grantor, Grantee, and their respective successors and assigns.

IN WITNESS WHEREOF, this Grant of Easement has been executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Grantor

By \_\_\_\_\_

Title \_\_\_\_\_

**PLEASE NOTARIZE ALL SIGNATURES**

Project: \_\_\_\_\_

Title Company: \_\_\_\_\_

Title Report No. \_\_\_\_\_

## APPENDIX 16B

### SAMPLE ORD COMMUNITY EASEMENT

**APPENDIX 16B**

**MARINA COAST WATER DISTRICT  
SAMPLE ORD COMMUNITY EASEMENT**

RECORDING REQUESTED BY  
AND WHEN RECORDED MAIL TO:

Marina Coast Water District  
11 Reservation Road  
Marina, California 93933  
Attn: General Manager

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(Space Above For Recorder's Use)

The undersigned grantor declares:

Documentary Transfer Tax exempt  
Pursuant to Section 11932 of the  
Revenue and Taxation Code

**GRANT OF EASEMENTS**

This Grant of Easements, dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, is made by \_\_\_\_\_, a California \_\_\_\_\_, ("**Grantor**") in favor of Marina Coast Water District, a county water district and political subdivision of the State of California ("**Grantee**").

A. Pursuant to Section 334 of Public Law 104-201, Fort Ord Reuse Authority ("FORA") received the property that is the subject of this Easement ("Property") from the United States of America by Quitclaim Deed ("Government Deed"), reserving to the United States ("Government") certain exclusions, restrictions, stipulations and covenants, and burdening FORA with certain obligations, said deed dated \_\_\_\_\_, duly recorded in the County of Monterey, Office of the County Recorder, as Document No. \_\_\_\_\_;

B. FORA conveyed to Grantor its interest in the Property, reserving to the Government and FORA certain exclusions, restrictions, stipulations and covenants, and burdening Grantor with certain obligations, said deed dated \_\_\_\_\_, duly recorded in the County of Monterey, Office of the County Recorder, as Document No. \_\_\_\_\_;

C. Grantee desires to receive an easement over said land and Grantor has agreed to grant to Grantee such easement as hereinafter set forth.

NOW, THEREFORE, in consideration of One Dollar (\$1.00), Grantor hereby grants and conveys to Grantee, its successors and assigns, a non-exclusive easement for the purposes of installation, inspection, replacement, maintenance and removal of a [potable water main] [reclaimed water main] [sanitary sewer] (the "Utility") on, over, under, across and along that Property located in the County of Monterey, State of California, as more particularly described on Exhibit A attached hereto (the "Easement Property").

Grantor hereby agrees that no permanent structures or improvements shall be built on the Easement Property.

Grantee shall indemnify, defend and hold the Grantor harmless from any and all claims, damage or expense arising out of the actions or omissions of the Grantee, its agents and employees with respect to the installation, operation, maintenance, repair or removal of the Utility described above.

Grantor agrees for itself and its heirs and assigns that the Utility on the Easement Property shall be and remain the personal property of the Grantee and may not be altered, obstructed or removed without the express written consent of the Grantee. Grantee, and its contractors, agents and employees, shall have the right to trim or cut trees and/or roots which may endanger or interfere with said Utilities and shall have free access to said Utility and every part thereof, at all times for the purpose of exercising the rights herein granted; provided, however, that in making any excavation on said Easement Property, Grantee shall make the same in such manner as will cause the least injury to the surface of the ground around such excavation, and shall replace the earth so removed by it and restore the area to as near the same condition as it was prior to such excavation as is practical.

In its transfer of the Property to FORA, the Government provided certain information regarding the environmental condition of the Property. That same information was provided by FORA in its conveyance to Grantor. Pursuant to the Government Deed, Grantor is required to provide to any grantee of an interest in the Property the environmental protection provisions contained in the Government Deed. The Grantor has no knowledge regarding the accuracy or adequacy of such information.

The italicized information below is copied verbatim (except as discussed below) from the FORA deed conveying the Property to the Grantor. The Grantee hereby acknowledges and assumes all responsibilities with regard to the Property placed upon the Grantor under the terms of the aforesaid Government deed to Grantor and Grantor grants to Grantee all benefits with regard to the Property under the terms of the aforesaid Government Deed. Within the italicized information only, the term "Grantor" shall mean the Government, and the term "Grantee" shall mean the \_\_\_\_\_; to avoid confusion, the words "the Government" have been added in parenthesis after the word "Grantor", and " \_\_\_\_\_ " has been added in parenthesis after the word "Grantee".

*Include required provisions from Ord Community deeds here.*

**[SIGNATURE ON IMMEDIATELY FOLLOWING PAGE]**

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**GRANTOR:**

\_\_\_\_\_,  
a California \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**PLEASE NOTARIZE ALL SIGNATURES**

Project: \_\_\_\_\_

Title Company: \_\_\_\_\_

Title Report No. \_\_\_\_\_

**APPENDIX 16C**

**SAMPLE EASEMENT CERTIFICATE OF ACCEPTANCE**



**APPENDIX 16C**

**CERTIFICATE OF ACCEPTANCE**  
**GOVERNMENT CODE SECTION 27281**

This is to certify acceptance of the interests conveyed by the foregoing Grant of Easements from \_\_\_\_\_, a California \_\_\_\_\_, to Marina Coast Water District, a county water district and political subdivision of the State of California ("**MCWD**") and consent by MCWD to recordation of this Grant of Easements by its duly authorized member, pursuant to the authorization and consent MCWD granted on \_\_\_\_\_.

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_\_, at Marina, California.

MARINA COAST WATER DISTRICT,  
a county water district and political subdivision  
of the State of California

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: General Manager

APPENDIX 16D

SAMPLE SUBORDINATION OF DEED OF TRUST  
TO EASEMENT DEED

**APPENDIX 16C**

**MARINA COAST WATER DISTRICT  
SAMPLE SUBORDINATION OF DEED OF TRUST TO EASEMENT DEED**

Recording Requested by:  
MARINA COAST WATER DISTRICT

Return to:  
MARINA COAST WATER DISTRICT  
11 Reservation Road  
Marina, California 92933  
Attention: District Engineer

NO CONSIDERATION

**SUBORDINATION OF DEED OF TRUST  
TO  
EASEMENT DEED**

Exempt Govt.  
Code Sec. 6103

Beneficiary under that certain Deed of Trust recorded on \_\_\_\_\_, in Book \_\_\_\_\_,  
Page(s) \_\_\_\_\_, Official Records of Monterey County, California, agree that the  
easement granted to MARINA COAST WATER DISTRICT by \_\_\_\_\_, dated  
\_\_\_\_\_, recorded concurrently herewith, shall be and remain paramount, prior, and superior to  
and forever bind the interests of the undersigned under said Deed of Trust, for all purposes as  
fully as though said easement had been executed and delivered prior to the creation of said Deed  
of Trust and the latter made and accepted specifically subject to and subordinate thereto.

DATED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
(Beneficiary)

By \_\_\_\_\_

By \_\_\_\_\_

**PLEASE NOTARIZE ALL SIGNATURES**

Project: \_\_\_\_\_  
Title Company: \_\_\_\_\_  
Title Report No. \_\_\_\_\_

APPENDIX 17

PERMIT EXTENSION LETTER

Marina Coast Water  
11 Reservation Road  
Marina, CA 93933  
(831) 384-6131



## APPENDIX 17

Date

MARINA COAST WATER DISTRICT  
11 Reservation Road  
Marina, California 92933

Re: Project:  
Permit Extension

Dear Mr. \_\_\_\_\_, District Engineer:

By this letter we are informing you that construction of the subject project has not begun prior to the one year anniversary of the agreement between \_\_\_\_\_ and the District, in accordance with the articles of Section 300.15 of the STANDARD SPECIFICATIONS.

The project plans have not changed, and we provide a recent copy of the plans for your verification.

or

The plans have changed, as detailed below, and we provide for your review and approval a recent copy of the plans, with the changes delineated.

Sincerely,

Developer's engineer

## APPENDIX 18

## VARIANCE REQUEST



# Variance Request Form for Marina Coast Water District

Assigned _____
Reviewed _____
Granted / Denied _____
Account No. _____

## PART A – APPLICANT INFORMATION

**Requested Variance (include District Code Section)** \_\_\_\_\_

Date of Submittal of Variance Request \_\_\_\_\_

Has applicant applied for the same or similar variance previously?  YES  NO  UNKNOWN

If YES, to above, please provide details \_\_\_\_\_

### Request:

Name of Applicant (Contact) \_\_\_\_\_

Applicant Relationship to Owner \_\_\_\_\_

Billing Name (if different from above) \_\_\_\_\_

Street/Mailing Address for Variance \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Street/Mailing Address for Billing (if different) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

## PART B – BASIS OF VARIANCE REQUEST

1. The strict application of the code would result in unfair or unequal treatment, undue hardship, or an emergency condition exists which requires that the variance be granted; and,
2. Granting the variance will not cause a significant adverse effect on the water supply or on service to other persons served by the district; and,
3. The variance is in the best interests of the district.

This variance request may only be based on the above conditions. Please briefly describe the basis of your request and provide documentation of need in Part C. If further space is required in the completion of this form, provide a note of such and attach supporting documentation with application.

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**PART C – EVIDENCE TO SUPPORT VARIANCE**

Provide documentation to support you request. Documentation should concisely prove the need for a variance. Please list documents below and attach copies with your application. Original records will not be returned.

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**PART D – REQUESTED ACTION**

What specific action are you requesting that the Board take?

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- I understand that the application for a variance does not guarantee a variance will be granted.*
  
- I have contacted the owner and he has given his permission to process this application, or I am the property owner.*

Applicant:

Applicant’s Name: \_\_\_\_\_

Applicant’s Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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**PART D – GENERAL MANAGER’S RECOMMENDATION (for internal use by Marina Coast Water District)**

- Having fully considered the above application for variance, I find that the Application has NOT proven by clear and convincing evidence that the requirements of Section 2.08 Variances have been met. Based on the foregoing, a VARIANCE IS NOT RECOMMENDED.
  
- Having fully considered the above application for variance, I find that the Applicant has proven by clear and convincing evidence that the requirements of Section 2.08 Variances have been met. Based on the foregoing, a VARIANCE IS RECOMMENDED.

This request will be on the Marina Coast Water District Board agenda currently scheduled for \_\_\_\_\_. Please call the District to confirm this date.

Explanation \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of District General Manager

\_\_\_\_\_  
Date