

# LOS ALAMOS COMMUNITY SERVICES DISTRICT

82 North Saint Joseph St • (805) 344-4195 • Fax (805) 344-2908  
Post Office Box 675  
Los Alamos, California 93440

## APPLICATION FOR WATER AND/OR SEWER CONNECTION PERMITS

### Service for Accessory Dwelling Unit

This application is for a connection permit(s) for water and/or sewer service for an accessory dwelling unit on the property located at:

\_\_\_\_\_ (Street Address)

\_\_\_\_\_ (Assessor's Parcel No.)

The undersigned ("Owner") is the owner of the property described above (the "Property") and hereby applies for a connection permit(s) for the following service to the Property (check appropriate boxes):

- Water service                       Sewer service

Along with this application, Owner submits the following:

1. A detailed written description of the use or uses proposed for the Property.
2. A written legal description of the Property.

All construction of water and sewer facilities shall be (a) at Owner's sole cost and expense, (b) performed by a licensed contractor retained by Owner, and (c) in accordance with the District's ordinances, resolutions, rules, regulations and standard specifications. The District will install any required water meters.

District charges, which are due prior to issuance of any connection permit or can and will serve letter, include, without limitation, the fees and charges set forth in the attached Appendix A.

Applicants for residential service shall establish and maintain credit to the satisfaction of the District by one of the following methods:

- (a) Timely payment of water bills to the District for the past three years; or
- (b) Evidence from the applicant's previous water supplier of timely payment for the past three years; or
- (c) A cash guarantee deposit in the amount set forth in the attached Appendix A.

If payment is late on a residential account that has no cash guarantee deposit, the District will require that the applicable cash guarantee deposit be paid.

Service will not be commenced until Owner's payment checks have cleared the bank. To expedite this process, Owner may provide a cashier's check or money order. If Owner owes any amount to the District for previous service, the amount due must be paid in full before service to the Property will be commenced.

The undersigned hereby designates the following person as Owner's agent with the full authority to bind Owner in all respects in connection with the processing of this application:

Agent's Name: \_\_\_\_\_

Agent's Address: \_\_\_\_\_

Agent's Phone #: \_\_\_\_\_ Agent's Fax #: \_\_\_\_\_

Agent's Email: \_\_\_\_\_

All fees, charges, deposits and other amounts paid to the District in connection with this application and the provision of service to the subject property, as well as any bonds that may be provided to the District in connection with main line extension agreements or other matters, shall run with the land and be applied for the benefit of the subject property, regardless of who made the payments or provided the bonds. All fees, charges, deposits and other amounts which become payable to the District in the future in connection with this application or the provision of service to the subject property, and any bonds required in the future, shall be the responsibility of the then current owner of the property. Any refunds by the District of fees, charges, deposits and other amounts will be made to the then current owner of the subject property, regardless of who made the payments.

**WARNING:** If the Property is equipped with a fire sprinkler system, the termination of water service will shut off water to the fire sprinkler system and the property will not be protected against fires.

By signing this application and accepting a permit for water service from the District, Owner, on its own behalf and on behalf of Owner's successors and assigns, releases, waives, discharges and agrees to indemnify, defend and hold harmless the District and its directors, officers, employees and agents, from any and all claims, demands, damages, actions, omissions, suits, liabilities, causes of action, costs and expenses, including attorneys' fees (collectively, "Liabilities"), resulting from or arising in connection with of the termination of water service to the Property and to the fire sprinkler system thereon, including but not limited Liabilities resulting from or arising in connection with fires.

IT IS UNLAWFUL TO CONNECT ANY BUILDING, SIDE, LATERAL OR MAIN SEWER LINE OR ANY LATERAL OR MAIN WATER LINE TO THE DISTRICT'S SEWER OR WATER SYSTEMS WITHOUT A PERMIT FROM THE DISTRICT.

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

Owner's Address: \_\_\_\_\_

\_\_\_\_\_  
(Owner's Signature)

\_\_\_\_\_  
(Name Printed)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
Owner's Phone #: \_\_\_\_\_

Owner's Fax #: \_\_\_\_\_

Owner's Email: \_\_\_\_\_

**APPENDIX A**

**WATER CONNECTION FEES  
AND OTHER WATER FEES AND CHARGES**

1.	Water Connection Fee, Per Service Connection	
	<b>Meter Class</b>	<b>Water Connection Fee</b>
	3/4" or less	\$8,733
	1"	\$14,556
	1-1/2"	\$29,111
	2"	\$46,578
	3"	\$101,890
	4"	\$183,402
	6"	\$378,449
	<b>Accessory Dwelling Units with Water Meter of 3/4" or less:</b>	<b>Water Connection Fee</b>
	1,000 to 1,200 square feet	\$8,733
	600 to 999 square feet	\$6,550
	Under 600 square feet	\$4,367
<p>The water connection fees set forth above shall be adjusted effective as of the first day of November of each year by an amount equal to the percentage change in the Engineering News Record Construction Cost Index 20-Cities Average published for the immediately preceding August as compared to such index for August of the previous year. The water connection fees set forth above for accessory dwelling units shall apply only to accessory dwelling units as described in Government Code Section 65852.2(f)(2)(B).</p>		

2.	Installation charge (lateral connection, meter box, piping and labor):	Cost + 10%
3.	Administrative and Personnel Fee (per connection):	\$125
4.	Inspection Fee:	Staff hourly rate x 1.5
5.	Meter Setting Fee	
	(a) Meters up to one inch (1"): (b) Meters larger than one inch (1"):  The water meter setting fee only includes connecting the meter to an existing lateral from the main in an existing meter box with a lid. Meter box, piping and connections will be charged at cost as set forth in 2., above.	Meter cost plus \$35.00 Meter cost plus \$60.00
6.	Meter Testing Charge	
	(a) Meters up to one inch (1"): (b) Meters larger than one inch (1"): 	\$50.00 plus testing cost \$75.00 plus testing cost

7.	<p>Estimated Cost Deposits. The District may require deposits based on its estimates of actual cost or may calculate deposits according to the following schedule:</p> <p>(a) Main Extension Application (no subdivision):</p> <p>(b) Subdivision Water System Application (with main extension):</p> <p>(c) Subdivision Water System Application (w/out main extension):</p>	<p>\$2,500</p> <p>\$2,500 plus \$25 per lot</p> <p>\$2,000 plus \$25 per lot</p>
8.	<p>Temporary Service Connection Charge</p> <p>(a) Fire hydrant construction meter</p> <p>(i) Installation and removal charges:</p> <p>(ii) Monthly rental charges:</p> <p>(iii) Security deposit (per meter):</p> <p>(b) Other temporary connection:</p>	<p>\$35.00 each</p> <p>\$75.00/month; prorated for partial month w/ \$25 minimum</p> <p>\$700.00</p> <p>Cost + 10%</p>
9.	<p>Disconnection and Reconnection Charge</p> <p>(a) During regular hours:</p> <p>(b) Other than regular hours:</p>	<p>\$35.00</p> <p>\$100.00</p>
10.	Insufficient Funds Check Charge:	\$35.00*
11.	Late Payment Charge:	10%, with \$15.00 minimum*
12.	Appeal Fee for Review by Board of Staff Decision:	\$100
13.	Water Meter Removal Charge:	\$35.00
14.	Residential Cash Guarantee Deposit:	Twice the estimated monthly billing*
15.	Non-Residential/Other Cash Guarantee Deposit:	Twice the estimated monthly billing*
16.	Water Cross-Connection Inspection Fee:	\$3.28 per month per cross connection
17.	Additional services provided at customer request	Hourly staff labor rate x 1.5
18.	Posting Notice that Service will be Disconnected	\$35.00
19.	Posting Notice that Service has been Disconnected	\$35.00

\*Charged only once for water and sewer combined.

**SEWER CONNECTION FEES  
AND OTHER SEWER FEES AND CHARGES**

1.	Sewer Connection Fee, Per Service Connection	
	<b>Meter Class</b>	<b>Sewer Connection Fee</b>
	3/4" or less	\$8,466
	1"	\$14,110
	1-1/2"	\$28,221
	2"	\$45,153
	3"	\$98,772
	4"	\$177,789
	6"	\$366,868
	<b>Accessory Dwelling Units with Water Meter of 3/4" or less:</b>	<b>Sewer Connection Fee</b>
	1,000 to 1,200 square feet	\$8,466
	600 to 999 square feet	\$6,349
	Under 600 square feet	\$4,234
<p>The sewer connection fees set forth above shall be adjusted effective as of the first day of November of each year by an amount equal to the percentage change in the Engineering News Record Construction Cost Index 20-Cities Average published for the immediately preceding August as compared to such index for August of the previous year. The sewer connection fees set forth above for accessory dwelling units shall apply only to accessory dwelling units as described in Government Code Section 65852.2(f)(2)(B).</p>		

2.	Installation charge (lateral connection, meter box, piping and labor):	Cost + 10%
3.	Administrative and Personnel Fee (per connection):	\$125
4.	Inspection Fee:	Staff hourly rate x 1.5
5.	<p>Estimated Cost Deposits. The District may require deposits based on its estimates of actual cost or may calculate deposits according to the following schedule:</p> <p>(a) Main Extension Application (no subdivision):</p> <p>(b) Subdivision Sewer System Application (with main extension):</p> <p>(c) Subdivision Sewer System Application (w/out main extension):</p>	<p>\$2,500</p> <p>\$2,500 plus \$25 per lot</p> <p>\$2,000 plus \$25 per lot</p>
6.	Disconnection and Reconnection Charge	Cost + 10%
7.	Insufficient Funds Check Charge:	\$35.00*
8.	Late Payment Charge:	10%, with \$15.00 minimum*
9.	Appeal Fee for Review by Board of Staff Decision:	\$100
10.	Residential Cash Guarantee Deposit:	Twice the estimated monthly billing*

11.	Non-Residential/Other Cash Guarantee Deposit:	Twice the estimated monthly billing*
12.	Additional services provided at customer request	Hourly staff labor rate x 1.5
13.	Posting Notice that Service will be Disconnected	\$35.00
14.	Posting Notice that Service has been Disconnected	\$35.00

\*Charged only once for water and sewer combined.

***LOS ALAMOS COMMUNITY SERVICES DISTRICT***

**CHECKLIST**

**Water and/or Sewer Connection Permits  
Service for Accessory Dwelling Unit**

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

1. \_\_\_\_ Owner completes and files application with description of proposed uses
2. \_\_\_\_ District staff issues service availability letter, if requested by Owner, setting forth District's conditions, additional requirements, fees and charges
3. \_\_\_\_ District determines whether application is complete and notifies Owner of any deficiencies
4. \_\_\_\_ Owner corrects deficiencies
5. \_\_\_\_ Owner submits copy of encroachment permit from County Road Department
6. \_\_\_\_ Owner pays connection fee(s) and all other applicable fees and charges
7. \_\_\_\_ District issues can and will serve letter, if requested by Owner
8. \_\_\_\_ District issues connection permit(s)
9. \_\_\_\_ On completion of project, District performs final inspection
10. \_\_\_\_ Owner corrects deficiencies from final inspection
11. \_\_\_\_ Owner records notice of completion