SECTION 2

APPLYING FOR SERVICE

If a service connection is already serving the premises, applications for service are taken at the business offices of the District. If a new service connection is required, applications for service are taken at the New Business Office of the District. The District's requirements for the type of service desired must be met before an application will be approved (see Section 31 – Water Efficiency Requirements).

If standard service (see Section 3) is not reasonably available, or if the premises are outside the District's boundaries, or if unusual conditions exist, the applicant will be advised of the terms and conditions which must be met before an application for service may be accepted. In determining whether the portion of an applicant's premises lying directly along a main constitutes principal frontage, the District's decision shall be final.

Effective January 1, 2009, each new multi-family residential or multi-occupancy commercial/industrial unit in a structure of three stories in height or less shall be individually metered when the District has determined it is feasible to do so. The determination of feasibility is made by the District to meter each unit individually when reasonably possible to do so and this determination by the District is final.

Continuance of service is dependent on compliance with the District's regulations governing service, and on conditions at the location of the service remaining unchanged to the extent that they do not conflict with the District's requirements for obtaining service. Where a change in conditions at the location of the service makes a customer ineligible for continued service, the customer concerned shall be responsible for promptly notifying the District in writing of the change.

Applicants for service shall pay all the applicable charges as provided in the Schedule of Rates and Charges, including the following:

- Account Establishment Charge
- Service Installation Charges
- Water Service Estimate Fee (if applicable)
- Water Main Extension Charges (if required)
- System Capacity Charge
- Charges for Annexation (if applicable)
- Wastewater Capacity Fee (if applicable)

Applicants shall provide all information determined by the District necessary to establish conditions at the location of service. This information can include, but not be limited to:

- Property descriptions
- Improvement plans, including certification of subgrade elevation
- Information regarding soils and known contaminated soil conditions
- Environmental documentation
- Fire flow form signed by responsible fire agency

SECTION 2

APPLYING FOR SERVICE
(continued)

- Topographical map(s)
- Development and site plans with hydrant locations identified and signed by the responsible fire department (if applicable)
- Hydraulic calculations for proposed fire sprinkler system (if applicable)

AMORTIZATION OF CONNECTION AND INSTALLATION FEES

Applicants for service that satisfy the criteria set forth below may make written application to the District to amortize the payment of water service installation charges (Schedules D and E), water main extension charges (Schedule G), system capacity charges (Schedule J) and wastewater capacity fees, pursuant to the following terms and conditions:

- The amount amortized shall be at least $5,000 but not more than $150,000.
- Applicant shall pay in advance a minimum of 25% of the estimated cost to provide the new service connection.
- Applicant shall enter into an agreement with the District which provides that:

  a. amortized charges that shall be paid in equal installments over a maximum period of 24 months;
  b. interest shall be applied to the balance due at a rate set by the Director of Finance;
  c. water service may be terminated for failure to pay any installment when due;
  d. repayment of the amortized charges shall be secured by real property owned by applicant and District shall have the right of foreclosure by a power of sale;
  e. applicant shall pay all escrow and title search costs incurred.

- Applicant shall execute deeds of trust which shall constitute a lien upon real property interests described therein, which property shall be situated in California and shall be sufficient to secure repayment of the amortized charges.

<u>Applicant Criteria</u>

I. Applicants providing job training in District job skills.

In order to make application to amortize charges pursuant to this section, the applicant must:

a. make written application to the District for water service;
b. have tax-exempt status under Internal Revenue Code section 501(c)3;
c. provide job training, including job skills utilized in District job classifications, to unemployed individuals; and
d. own and occupy the property for which water service application is made.

SECTION 2

APPLYING FOR SERVICE
(continued)

II. Applicants providing low income housing incorporating water conserving devices and landscaping.

In order to make application to amortize charges pursuant to this section, the applicant must:

- be organized solely for the purpose of constructing low income housing;
- provide evidence of eligibility for Community Development Block Grant (CDBG) assistance;
- own the property for which water service is requested;
- seek to amortize charges related to providing water service to a low-income housing project that:

  i) is restricted to such use for at least 15 years or such other time specified or required by law; and

  ii) will provide rental units for low-income residents or, if intended for ownership, will be owner-occupied units for low-income residents.

- incorporate water conservation features, beyond those required by law, into the design of the project and install and maintain water conserving landscaping approved by the District; and
- specify the cost benefit that will inure to residents of the project.

For purposes of this section, “housing” and “low-income housing” shall have the following meaning:

- Housing is defined to include rental housing, condominiums, cooperative housing, ownership housing, housing for families, senior housing, housing for physically and/or mentally disabled people, emergency shelters and shared housing.

- Low-income housing is defined as housing which is subsidized in whole or in part by one or more governmental agencies or foundations and which is rented or owned by individuals or families whose incomes are within ranges specified as low-income by the U.S. Department of Housing and Urban Development for Alameda and Contra Costa Counties.

III. In addition to the above criteria, applicants must make written application to the District for water service and provide evidence of tax-exempt status under Internal Revenue Code section 501(c)(3).