

SAMMAMISH PLATEAU WATER AND SEWER DISTRICT

APPLICATION FOR WATER AND SEWER CERTIFICATES OF AVAILABILITY & ASSOCIATED DEVELOPER EXTENSION AGREEMENT (If applicable)

PROJECT NAME: _____

<p><u>APPLICANT</u></p> <p>Name: _____</p> <p>Company: _____</p> <p>Address: _____</p> <p>Telephone: _____</p> <p>Fax: _____</p> <p>E-Mail: _____</p> <p>Designate Applicant Status:</p> <p>Corporation <input type="checkbox"/>, Partnership <input type="checkbox"/>, LLC <input type="checkbox"/>,</p> <p>Joint Venture <input type="checkbox"/>, Sole Proprietorship <input type="checkbox"/></p> <p>Other <input type="checkbox"/> _____</p>	<p><u>OWNER</u> <i>Same as Applicant? Yes <input type="checkbox"/> / No <input type="checkbox"/></i></p> <p style="text-align: center;">(Optional if Owner same as Applicant)</p> <p>Name: _____</p> <p>Company: _____</p> <p>Address: _____</p> <p>Telephone: _____</p> <p>Fax: _____</p> <p>E-Mail: _____</p> <p>Designate Owner Status:</p> <p>Corporation <input type="checkbox"/>, Partnership <input type="checkbox"/>, LLC <input type="checkbox"/>,</p> <p>Joint Venture <input type="checkbox"/>, Sole Proprietorship <input type="checkbox"/></p> <p>Other <input type="checkbox"/> _____</p>
<p><u>APPLICANT'S AGENT</u> (Optional)</p> <p>Name: _____</p> <p>Company: _____</p> <p>Address: _____</p> <p>Telephone: _____</p> <p>Fax: _____</p> <p>E-Mail: _____</p>	<p><u>APPLICANT'S ENGINEER</u> (Optional)</p> <p>Name: _____</p> <p>Company: _____</p> <p>Address: _____</p> <p>Telephone: _____</p> <p>Fax: _____</p> <p>E-Mail: _____</p>

PRIMARY CONTACT: Applicant Owner Agent Engineer

PROPERTY INFORMATION

<p>Tax Lot No(s). _____</p> <p>Attach Legal Description _____ Property Size: _____ Property Zoning: _____</p>

CONTINUED ON PAGE 2

**Application Form including requested ERUs (see other side), Legal Description, Application Fee
Applicant's and Owner's signature are all required to be considered a complete application.**

Return completed application (both sides) to
Sammamish Plateau Water & Sewer District, 1510 - 228th Ave SE, Sammamish, WA 98075
Telephone: (425) 392-6256, FAX (425) 391-5389

<p>District Use Only Date Received _____ App Fee: Receipt # _____ Date _____</p> <p>Legal Description Attached <input type="checkbox"/> ERUs Requested <input type="checkbox"/> Applicant and Owners Signed <input type="checkbox"/></p> <p>CertificateApplication2014.docx April 7, 2014 Page 1 of 2</p>
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SAMMAMISH PLATEAU WATER AND SEWER DISTRICT
 APPLICATION FOR WATER AND SEWER CERTIFICATES OF AVAILABILITY &
 ASSOCIATED DEVELOPER EXTENSION AGREEMENT (If applicable)

PROJECT NAME: _____
 Description of Proposed Project: _____
House Size: 3600 sf ≥ 3600 sf 5000 sf (used for required fire flow estimates)

Certificate Requested: Building Permit Short Plat Plat Septic Review Other _____

PROJECT WATER & SEWER REQUIREMENTS: ERUs = Equivalent Residential Units
 Include all use expected for the completed project, including existing meters and sewer service.

Meter Size	ERUS per Meter	# Domestic Meters	# Irrigation Meters	# Sewer Customers	Water ERUS ⁽¹⁾	Sewer ERUs ⁽²⁾
3/4 inch	1					
1 inch	2.5					
1-1/2 inch	5					
2 inch	8					
Other _____	_____					
Total						

Meter size with fire sprinklers NOT included. **Fire Sprinklers Required** Yes No Unsure
⁽¹⁾ (# Domestic + # Irrigation Water Meters) x ERUs per Meter, ⁽²⁾ # Sewer Customers x ERUs per Meter

Existing Water & Sewer Customers:

Account #	Meter Size	Existing Sewer	Existing Water ERUs	Existing Sewer ERUs
		Yes <input type="checkbox"/> No <input type="checkbox"/>		
		Yes <input type="checkbox"/> No <input type="checkbox"/>		
		Yes <input type="checkbox"/> No <input type="checkbox"/>		

District personnel can provide assistance with this table. Do not include septic systems with Existing Sewer.

Explain Alternate Water Supply or Sewage Disposal Situation

Alternate Water Supply: _____ Septic System _____ Sewer Agency _____

SUMMARY

WATER ERUS	Total - Existing		<input type="checkbox"/> New	SEWER ERUS	Total - Existing		<input type="checkbox"/> New

The following terms and conditions, including all other District Resolutions, policies and procedures, apply to this Application for Certificates of Water and/or Sewer Availability and associated Developer Extension Agreement (DEA), if required by the District.

1. This application is valid only for the real property referenced on this application.
2. This application is not transferable or assignable to any party.
3. The District makes no representations, express or implied, that the applicant will be able to obtain the necessary permits, approvals, and authorizations from the Cities of Issaquah or Sammamish, King County or any other governmental agency necessary before the applicant can utilize the utility service which is the subject of this application.
4. The District's receipt of this application creates no contractual relationship between the District and the applicant, and does not imply or guarantee that water and/or sewer service, Certificates of Availability and/or DEAs will be approved and issued by the District. **District reserves the right to discontinue processing applications at any time without prior notice for any reason, including limited, diminished or lack of supply or transmission capacity, and/or demand considerations.**

APPLICANT	OWNER
Printed Name: _____	Printed Name: _____
Organization: _____	Organization: _____
Title: _____	Title: _____
Signature: _____	Signature: _____
Date: _____	Date: _____

SAMMAMISH PLATEAU WATER AND SEWER DISTRICT

PROCESS TO OBTAIN

WATER AND SEWER CERTIFICATES OF AVAILABILITY & ASSOCIATED DEVELOPER EXTENSION AGREEMENT (If applicable)

1. Obtain and fill out an Application for Water and Sewer Certificates of Availability and associated Developer Extension Agreement (DEA) from the District. DEAs are required if the application is for a project of more than 1 Equivalent Residential Unit (ERU) or requires, in the District's opinion, an extension or improvement to water and/or sewer facilities to provide water and/or sewer utility service to the property which is the subject of the application.
2. Applications will be accepted by the District during normal working hours, usually 8 AM - 4:30 PM, Monday - Friday, at the District's office at 1510 - 228th Avenue SE, Sammamish, WA 98075. Applications must be complete as determined by the District to be considered, including a description of the proposed project, the number of ERUs requested, property legal description, applicant and property owner signatures, and Application Fee for those requiring a DEA (see Step 7).
3. Applications received shall be reviewed by District staff and, if determined to be complete, the District will inform the applicant of the expected conditions for obtaining the requested certificate of availability or DEA. The identification of these conditions does not guarantee that the District Board of Commissioners will subsequently approve a DEA, if required, or approve the issuance of a certificate of availability.

CERTIFICATES OF WATER AND/OR SEWER AVAILABILITY, WITH NO DEA REQUIREMENT.

4. Applicant provides required fees to the District.
For Single Family Residential Projects the fees shall include, where applicable:
 - \$30 per ERU for Certificates of Water Availability
 - \$30 per ERU for Certificates of Sewer Availability
 - \$78 Agreement for Future Connection to Sewer (for projects in the urban area using septic)
 - \$78 Agreement for Future Connection to WaterFor Non Single Family Residential Projects the fees shall include, where applicable:
 - \$200 for a Certificate of Water Availability
 - \$200 for a Certificate of Sewer Availability
 - \$78 Agreement for Future Connection to Sewer (for projects in the urban area using septic)
 - \$78 Agreement for Future Connection to Water
5. District staff will prepare as applicable the Certificates of Water Availability, Certificates of Sewer Availability, Agreements for Future Connection to Sewer, and the Agreements for Future Connection to Water, and provide them to the Applicant. When Agreements for Future Connection are required, these agreements must be executed prior to provision of the Certificates.
6. If the Certificates are not submitted to the appropriate City or County having land use jurisdiction over the Project Property within ONE (1) YEAR of their date of issuance by the District, as part of a complete project land use application, the Certificate(s) shall be invalidated and cancelled by the District and the Applicant shall be required to repeat the District application process.

When a Certificate(s) has been accepted by the City or County as part of a complete land use application, the Certificate(s) shall remain valid with the project land use application through that process.

SAMMAMISH PLATEAU WATER AND SEWER DISTRICT

APPLICATION FOR WATER AND SEWER CERTIFICATES OF AVAILABILITY & ASSOCIATED DEVELOPER EXTENSION AGREEMENT (If applicable)

DEVELOPER EXTENSION AGREEMENTS

7. Based on the information provided in the Application, and upon payment of the Application Fee of \$1,000, District will prepare a DEA and provide it to the Applicant.
8. Applicant and Property Owner execute the DEA and return it to the District with applicable fees required by the District to enter into the DEA. The DEA and fees must be returned to the District within 60 days of the District providing the DEA to the Applicant. If Applicant fails to return the fully-executed DEA and fees to District within 60 days, Applicant shall be required to repeat the application process.
9. The fees include, at a minimum, partial payment of General Facility Charges of \$500 per ERU. These fees are charged for both water and sewer. If the project will have both water and sewer service, the DEA will include both water and sewer.
10. District staff will schedule consideration of the DEA for the next regular Board of Commissioners meeting, when approval of the DEA by Resolution will be considered by the Board.
11. If the Board approves the DEA, District will execute the DEA, prepare the Certificates of Water and/or Sewer Availability (if appropriate), and return the DEA and Certificates to the Applicant.
12. If the Certificates are not submitted to the City or County having land use jurisdiction over the project property within ONE (1) YEAR of the date of their issuance by the District, as part of a complete land use application, the Certificate(s) shall be invalidated and cancelled by the District. If the Applicant is unable to meet the 1 year deadline, the Applicant may request an extension before the expiration of the one year period, to be considered on a case by case basis by the Board of Commissioners.

When a Certificate has been accepted by a City or County as part of a complete land use application, the Certificate shall remain valid with the project land use application through that process.

13. The remaining General Facility Charges (GFC) are due and owing to the District prior to District approval of water and/or sewer plans for the project. See the DEA for the GFC payment processes.
14. The Development Services phase of the DEA also has associated fees and charges which must be paid to the District as detailed in the DEA. See the DEA for the remaining procedure and process.

The form DEA can be viewed on the District's website, www.spwsd.org.

All fees and charges provided in this process description are those in effect at the time this description was printed, and are subject to change at any time, without prior notice. The fees charged will be those in effect when the fees are paid to the District, or at the time of the District's final acceptance of the DEA extension improvements, whichever event is later, in accordance with District rules and regulations in effect at that time.

District offices are located at:

Sammamish Plateau Water and Sewer District
1510 W 228th Ave SE
Sammamish, WA 98075
(425) 392-6256, FAX (425) 391-5389