

Project Address: _____ Applicant: _____

CITY OF PACIFIC GROVE - WATER WAITING LIST CHECK LIST

STEP 1. Applicant receives verbal explanation of process and copies of:

- *Summary of Regulations for Projects Requiring Additional Water*
- *Municipal Code Chapter 11.68*
- *Request for Placement on Water Waiting List*
- *Materials to be Submitted with all Building Permit Applications*
- *Monterey Peninsula Water Management District Water Release Form (Residential or Commercial) and Water Permit Application*
- *Other MPWMD information sheets*

STEP 2. Applicant fills out (1) *Request for Placement on Water Waiting List* and (2) *Monterey Peninsula Water Management District Water Release Form and Water Permit Application* and submits both completed forms with plans.

STEP 3. Four sets of plans including the two water forms go to zoning plan check. Planner sends copies of *Request for Placement on Water Waiting List and Monterey Peninsula Water Management District Water Release Form and Water Permit Application* to assigned staff for tracking projects in process.

STEP 4. After planning division review is complete, plans go to the Chief Building Official for check of proof of readiness.

- Proof of readiness letter is sent to applicant notifying of placement on Water Waiting List.
- Copy of proof of readiness letter goes to the assigned staff for tracking projects on the Water Waiting List.
- File and plans are placed in Water Waiting List bin in the building division.
- When water is available, applicants and owners are notified by certified mail.

REQUEST FOR PLACEMENT ON WATER WAITING LIST

Project Address: _____

Applicant: _____

Mailing Address: _____

Phone: (_____) _____ **FAX:** (_____) _____

Property Owner: _____

Mailing Address: _____

Phone: (_____) _____ **FAX:** (_____) _____

Assessor's Parcel No.: _____

Project Description: _____

Water Category (check one): **Residential** **Commercial** **Governmental**

Number of Additional Fixture Units Requested (from MPWMD water permit application): _____

I/We, the applicant(s) and property owners(s), understand and acknowledge that there is, at the time of this request to be included on a prioritized waiting list for water, no water available for the requested project. I/We request that this project be considered and processed pursuant to Municipal Code Chapter 11.68 and acknowledge receipt of a copy of Municipal Code Chapter 11.68.

APPLICANT

DATE

PROPERTY OWNER

DATE

.....

Date planning division approval process completed: _____

Date applicant notified to proceed with "proof of readiness" step by submitting all materials needed for building permit application (except plan check fee): _____

Date of (1) proof of readiness to apply for a building permit and (2) placement on waiting list. (The date proof of readiness is established determines the project's position on the prioritized waiting list for the applicable water category): _____



CITY OF PACIFIC GROVE
COMMUNITY DEVELOPMENT DEPARTMENT

300 FOREST AVENUE
PACIFIC GROVE, CALIFORNIA 93950
TELEPHONE (831) 648-3190
FAX (831) 648-3184

BUILDING INSPECTION
(831) 648-3183
HOUSING PROGRAMS
(831) 648-3190
PLANNING/ZONING
(831) 648-3190

**MATERIALS TO BE SUBMITTED WITH ALL
BUILDING PERMIT APPLICATIONS**

- A. All requirements of Planning Division.
- B. Four (4) sets building plans which must be on at least 18" x 24" paper.

All plans must be to scale. Pencil drawings will not be accepted. All plans must be collated and stapled. The plans must include:

- Foundation plan showing layout and size of all foundation walls, joists, piers, girders and footings for same;
 - Floor plan showing:
 - 1) All room sizes;
 - 2) All doors, windows and size of same;
 - 3) Method of heating, location of heater, water heater and method of obtaining combustion air for heaters;
 - 4) BTU ratings on appliances;
 - 5) Gas line location and sizes;
 - 6) Fire separation between garage and dwelling;
 - 7) Under floor and attic access;
 - 8) Electrical layout, including lighting, receptacles, switches, etc.;
 - Framing details showing:
 - 1) Construction sections as necessary to clearly show the method of construction and finished floor elevations;
 - 2) Rafter size and spacing;
 - 3) Ceiling joist size and spacing;
 - 4) All bracing and blocking;
 - 5) Size and location of all posts and headers;
 - 6) Post and beam connections;
 - 7) All finish materials;
 - 8) Insulation "R" values for walls, ceilings and floors;
 - Two (2) sets of structural calculations when required:
 - 1) All new commercial projects;
 - 2) Residences of two stories or more may require structural calculations;
- C. Two (2) sets of energy documents (comply with California Title 24);
- D. Pay plan check fee, if not waiting for water allocation.

INCOMPLETE OR INADEQUATE PLANS WILL NOT BE ACCEPTED

ANTHONY W. LOBAY
COMMUNITY DEVELOPMENT DIRECTOR
(408) 648-3190



CITY OF PACIFIC GROVE
COMMUNITY DEVELOPMENT DEPARTMENT

300 16TH STREET
PACIFIC GROVE, CALIFORNIA 93950
TELEPHONE (408) 648-3190
FAX (408) 648-3184

ARCHITECTURAL REVIEW
(408) 648-3182
BUILDING INSPECTION
(408) 648-3183
HOUSING PROGRAMS
(408) 648-3190
PLANNING/ZONING
(408) 648-3190

Water category _____

Waiting List # _____

PROOF OF READINESS

This is to certify that _____ hereinafter referred to as the applicant, and _____, the property owner, have completed all the requirements of proof of readiness to apply for a building permit pursuant to Municipal Code Section 11.68.040, for the following project: _____

By signing below, the property owner and applicant acknowledge that he/she understands that the Proof of Readiness does not waive any requirements of applicable codes. The applicant and property owner also acknowledge that they understand that when water is made available for their project and the applicant is notified, they shall have 90 days from date of notification to obtain a water permit from the Monterey Peninsula Water Management District and a building permit from the City of Pacific Grove.

Date: _____

Applicant Signature

Chief Building Inspector or Designee

Property Owner Signature

docs/building/profread



CITY OF PACIFIC GROVE
SUMMARY OF REGULATIONS FOR PROJECTS
REQUIRING ADDITIONAL WATER
(Municipal Code Chapter 11.68)

WAITING LIST

The City Council has established four allocation categories for water: (1) Residential; (2) Commercial; (3) Governmental; (4) City-Administered Community Reserve.

Effective August 1, 1995, all water remaining allocated to the City of Pacific Grove by the Monterey Peninsula Water Management District and all water becoming available after that date will be allocated, in amounts and percentages determined by the City Council, to the four allocation categories. Allocations will be made by Council resolution.

Building permit applications for projects for which there is no available water will not be accepted or processed. However, the Municipal Code establishes a prioritized waiting list for each allocation category. Projects are placed on a waiting list according to order of receipt of *proof of readiness to apply for a building permit*.

Proof of readiness to apply for a building permit is defined as follows:

For projects requiring discretionary land use entitlements (for example, variances, use permits, historic preservation permits, architectural approval), *proof of readiness to apply for a building permit* includes final discretionary approval and submittal of all materials normally required to be filed with building permit applications.

For projects requiring only a building permit, *proof of readiness to apply for a building permit* includes submittal of all materials normally required to be filed with building permit applications.

A request to be put on a waiting list must include a written acknowledgment that there is, at the time of the request, no water available for the requested project.

When water is available to service a project covered by a *proof of readiness*, applicants affected will be notified and may apply for building permits. When a building permit is ready for issuance, the applicant will be granted authorization to seek a water permit.

TIME LIMIT FOR OBTAINING BUILDING PERMIT

Municipal Code Section 11.68.050 establishes the following time limit for obtaining a building permit:

An applicant for a building permit for a project requiring a water permit from the Monterey Peninsula Water Management District (“the District”) shall have 90 days from the date he or she is notified in writing that water is available for the project to obtain both the water permit from the District and a building permit from the City. If the building permit is not obtained within the 90-day period, the plan check shall expire and the water allocated by the City shall be recredited to the appropriate category.

(over)→

MAXIMUM FIXTURE UNIT ALLOTMENTS

For projects not approved prior to or in the application process as of February 15, 1995, the following maximum allotments of interior plumbing fixture units (FU) apply:

(a) **New construction of single-family dwellings on lots not previously developed:**

18.4 FU (It is the practice of the Monterey Peninsula Water Management District to multiply the number of interior units by a factor of 1.5 for determining the total water demand for a new single-family dwelling to account for landscaping. Thus, a maximum of 27.6 FU (18.4 x 1.5) will be assigned to a new single-family dwelling in this category.)

(b) **New construction of duplexes and multi-family dwelling units on lots not previously developed:**

Average of 12.4 FU per dwelling unit.

(c) **Addition of dwelling units to duplex or multi-family projects:**

Average of 12.4 FU per unit.

(d) **New construction of a secondary dwelling unit:**

6.7 FU

(e) **New construction to replace demolished dwelling unit or units:**

Water usage equivalent of established historic use or the maximum in (a) or (b), whichever is greater.

(f) **Remodels of dwelling units not resulting in additional dwelling units:**

Water usage equivalent of established historic use or the maximum in (a) or (b), whichever is greater.

APPEALS OF FIXTURE UNIT ALLOTMENT

Anyone not satisfied with his or her fixture unit allotment may appeal to the City Council requesting an allotment of additional water. The Council may grant additional water, but only upon a finding that appellant will suffer profound hardships involving health, safety or welfare unless additional water is allotted. Any additional water allotted upon granting of an appeal shall be drawn from the City-Administered Community Reserve category.

For further information contact the City of Pacific Grove
Community Development Department
300 Forest Avenue, Pacific Grove, CA 93950
(831) 648-3190

Chapter 11.68

WATER ALLOCATION REGULATIONS

Sections:

- 11.68.010 Allocation of potable water.
- 11.68.020 Fixture unit allotments.
- 11.68.030 Appeal of fixture unit allotment.
- 11.68.040 Unavailability of water -- Readiness for building permit applications.
- 11.68.050 Building permit time limit.
- 11.68.060 Review of allocation regulations.

11.68.010 Allocation of potable water.

(a) Effective August 1, 1995, all water remaining allocated to the city by the Monterey Peninsula Water Management District and all water becoming available subsequent to that date shall be allocated by resolution passed and adopted by the council. All such water shall be assigned, in such amounts and percentages as shall be determined by the council, to the following four allocation categories: (i) residential; (ii) commercial; (iii) governmental; (iv) city-administered community reserve.

(b) Water assigned to the city-administered community reserve may be allocated by the council to any or all of the other three allocation categories once there is a reserve supply of water sufficient to warrant such allocation, amounts and distribution among the three categories, in the sole discretion of the council, dependent on community needs.

(Ord. 2001 N.S. § 2 (part), 1995).

11.68.020 Fixture unit allotments.

For projects not approved prior to or in application process as of February 15, 1995, a maximum allotment of interior plumbing fixture units, as the term is defined and described in a schedule approved by the council and on

file in the office of the community development director, shall be allowed as follows:

(a) New construction of single-family dwellings on lots not previously developed: 18.4 interior plumbing fixture units. (It is the practice of the Monterey Peninsula Water Management District to multiply the number of interior units by a factor of 1.5 to determine the total water demand for a new single-family dwelling. Thus, a maximum of 27.6 fixture units will be assigned to any new single-family dwelling in this category.)

(b) New construction of duplexes and multifamily dwelling units on lots not previously developed: average of 12.4 interior plumbing fixture units per dwelling unit.

(c) Addition of dwelling units to duplex or multifamily projects: average of 12.4 interior plumbing fixture units per new unit.

(d) New construction of a secondary dwelling unit: 6.7 interior plumbing fixture units.

(e) New construction to replace demolished existing dwelling unit or units: may retain water usage equivalent of established historic use; provided, that if such historic use is less than the maximum interior plumbing unit allotment set out in subsection (a) or (b), as appropriate, said maximum allotment shall be allowed.

(f) Remodels of dwelling units not resulting in additional dwelling units: may retain water usage equivalent of established historic use; provided, that if such historic use is less than the maximum interior plumbing unit allotment set out in subsection (a) or (b), as appropriate, said maximum allotment shall be allowed.

(Ord. 2001 N.S. § 2 (part), 1995).

11.68.030 Appeal of fixture unit allotment.

Any person not satisfied with his or her allotment of interior plumbing fixture units pursuant to Section 11.68.020, may appeal to the city council requesting an allotment of addi-

tional water for his or her project. The council may grant additional water, but only upon a finding that the appellant will suffer profound hardships involving health, safety or welfare unless additional water is allotted. Any additional water allotted upon granting of such appeal shall be drawn from the city-administered community reserve category.

(Ord. 2001 N.S. § 2 (part), 1995).

**11.68.040 Unavailability of water –
Readiness for building permit
applications.**

(a) Building permit applications for projects for which there is no available water shall not be accepted or processed. However, there shall be established a prioritized waiting list for each allocation category (Section 11.68.010(a)) according to order of receipt of proof of readiness to apply for a building permit.

(b) For projects requiring only a building permit, proof of readiness to apply for a building permit shall include submittal of all materials normally required to be filed with building permit applications.

(c) For projects requiring discretionary land use entitlements (including, without limitation, variances, use permits, historical preservation permits, architectural approvals) proof of readiness to apply for a building permit shall include the final discretionary approval and submittal of all materials or plans normally required to be filed with a discretionary permit application. Final discretionary approval shall occur upon the granting of all required project approvals by the boards and commissions having jurisdiction to first hear the project applications. In the event of a successful appeal, i.e., denial of the project application, from such approval, the project shall be removed from that list.

(d) A request for inclusion on a prioritized waiting list shall include a written acknowledgment that there is, at the time of such re-

quest, no water available for the requested project.

(e) Proofs of readiness shall be placed on prioritized waiting lists according to order received. Once water is available to service a project covered by proofs of readiness in a given land use category, those affected shall be notified and may apply for building permits. Once a building permit is determined to be complete and ready for issuance, the applicant shall be granted authorization to seek a water permit.

(Ord. 05-026 § 2 (part), 2005; Ord. 00-11 § 1, 2000; Ord. 2001 N.S. § 2 (part), 1995).

11.68.050 Building permit time limit.

An applicant for a building permit for a project requiring a water permit from the Monterey Peninsula Water Management District (the “district”) shall have one year from the date he or she is notified in writing that water is available for the project to obtain both the water permit from the district and a building permit from the city. An extension of this time limit may be granted at the sole discretion of the city council and must be requested in writing prior to the expiration date. In addition, property owners are required to sign and return to the city, within three months of the date of the water availability letter, a letter of commitment to use the allocated water. If the building permit is not obtained within the one-year period, the plan check shall expire and the water allocated by the city shall be recredited to the appropriate category.

(Ord. 05-026 § 2 (part), 2005; Ord. 96-08 § 1, 1996; Ord. 2001 N.S. § 2 (part), 1995).

**11.68.060 Review of allocation
regulations.**

The council shall review the regulations and procedures contained in this chapter and the status of the city’s water reserves at least every six months, and more frequently if the council determines that such review is war-

ranted. In addition, the council may initiate such review upon occurrence of any of the following: (a) written or verbal communication from a member of the public through the normal administrative processes; (b) recommendation from an appropriate city committee; (c) recommendation by the planning commission; (d) recommendation of city staff. (Ord. 2001 N.S. § 2 (part), 1995).

Chapter 11.72

AIRCRAFT LANDINGS

Sections:

11.72.010 Landing prohibited.

11.72.010 Landing prohibited.

It is unlawful for any person to land any aircraft, including a helicopter, in the city, without first obtaining permission from the city council.

(Ord. 1511 N.S. § 1, 1986).

Chapter 11.76

WALL CLIMBING

Sections:

11.76.010 Climbing prohibited.

11.76.010 Climbing prohibited.

It is unlawful for any person to climb, scale, rappel, suspend from, or otherwise ascend or descend, with or without the aid of rope or other climbing equipment, any man-made vertical wall on city property having a height of greater than eight feet. Any violation of this chapter shall constitute an infraction.

(Ord. 1537 N.S., 1986).

Chapter 11.80

OFFSHORE DRILLING SUPPORT FACILITIES

Sections:

- 11.80.010 Findings.
- 11.80.020 Purpose.
- 11.80.030 Prohibition.
- 11.80.040 Zoning changes.
- 11.80.050 Effect of adoption.

11.80.010 Findings.

The city of Pacific Grove has long opposed efforts to open the Central California Coast to offshore oil drilling. Onshore support of offshore oil drilling would be detrimental to the economy and environment of the city and it is hereby found and determined that the effects of offshore oil and gas exploration and development would be as follows:

(a) If offshore oil and gas development occurs off the Pacific Grove coastline, significant new air pollution is inevitable. One drill ship produces approximately the same amount of air pollution as twenty-three thousand cars driving fifty miles per day. Despite this fact, the federal government does not presently require that offshore oil and gas developments comply with state and local air pollution standards.

(b) Offshore oil development would inevitably result in the discharge of large volumes of highly toxic drilling muds into the ocean that would degrade the sensitive marine environment along the Pacific Grove coast and put all forms of marine life at risk and pose a threat to humans who may later consume the fish contaminated with accumulated toxic materials.

(c) Offshore oil development would put the existing local economy in jeopardy in the event of a spill, which could significantly and substantially interfere with the operation of local businesses.

(d) The coastal zone is subject to earthquake hazards. Geologic historic records

ORDINANCE NO. 00-11

**ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PACIFIC GROVE
AMENDING SUBSECTION (b) OF SECTION 11.68.040 OF THE PACIFIC
GROVE MUNICIPAL CODE ESTABLISHING THE TIMING OF PLACEMENT
ON WATER WAITING LISTS**

**THE COUNCIL OF THE CITY OF PACIFIC GROVE DOES ORDAIN AS
FOLLOWS:**

SECTION 1. Subsection (b) of Section 11.68.040 of the Pacific Grove Municipal Code hereby is amended to read as follows:

For projects requiring discretionary land use entitlements (including, without limitation, variances, use permits, historical preservation permits, architectural approvals) proof of readiness to apply for a building permit shall include the final discretionary approval and submittal of all materials normally required to be filed with a building permit application. Final discretionary approval shall occur upon the granting of all required project approvals by the boards and commissions having jurisdiction to first hear the project applications. In the event of a successful appeal, i.e., denial of the project application, from such approval, the project shall be removed from that list.

SECTION 2. Modifications to the water waiting lists regulations set out in Section 1, above, have no potential for significant environmental effect, thus are exempt from review under the provisions of the California Environmental Quality Act.

SECTION 3. This ordinance shall become effective on the thirtieth day following final passage and adoption hereof.

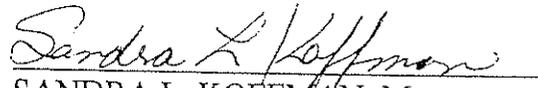
**PASSED AND ADOPTED BY THE COUNCIL OF THE CITY OF PACIFIC
GROVE this 17th day of May, 2000, by the following vote:**

AYES: Costello, Davis, Honegger, Huitt, Koffman, Martine

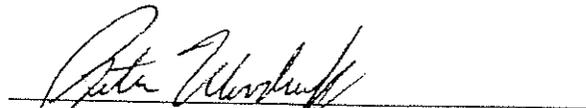
NOES: None

ABSENT: Fisher

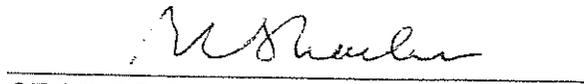
APPROVED:


SANDRA L. KOFFMAN, Mayor

ATTEST:


PETER WOODRUFF, City Clerk

APPROVED AS TO FORM:


GEORGE C. THACHER, City Attorney

WATER PERMIT PROCESS

What is a "Water Permit?"

A water permit allows an applicant to obtain a building permit and set a water meter or intensify water use on an existing connection. A water permit is also needed to set additional water meters or to change the size of an existing water meter. Normally, permits can be processed within a week if there are no deed restrictions required (deed restrictions take 4 to 6 weeks to prepare, review and record.)

A note about commercial changes in use:

Builders/owners of new and existing commercial buildings should be informed of the possible need for a water permit when tenant changes occur. All intensifications in use according to District Rule 24, Table II require water permits. Due to differences in use definitions, the District may consider a building/lease space to have changed use even when the city/county may not. A quick check with the District permit office staff will clarify whether a water permit is needed.

When is a water permit required?

A water permit is required whenever a new water use (connection) is created and/or whenever additional water fixtures are added or when the capacity of an existing connection is changed or intensified. Water permits may only be issued for approved projects. Listed below are just a few examples of types of projects that require permits:

- * Construction of a new home or business
- * Remodels/additions to existing homes (includes ORD. 98) or businesses
- * Construction/addition of a pool
- * Addition of landscaped area
- * Enlargement or splitting of a meter
- * Changes of use from one type of business to another

How do I get a water permit? Who do I need to contact?

1. Plans need to be drawn by an architect or builder for your project (see jurisdiction for requirements). ***For new connections, see the Water Budget Information handout before proceeding.***
2. Submit plans to the jurisdiction where the property is located.
3. Complete a "Water Release Form and Water Permit Application"; the jurisdiction signs the form to indicate approval of the project.
4. Complete the list of requirements set by the jurisdiction for the plan check process. Contact the jurisdiction's planning department for information on the plan check process and time requirements.
5. MPWMD is the agency to contact for a water permit to complete the plan check process. The applicant brings the approved plans and completed application to the District office. Applications for water permits are not accepted unless the Water Release Form (WRF) is signed by the jurisdiction and are accompanied by approved plans. ***(NO CONCEPT PLANS WILL BE ACCEPTED).***
In most cases, **all plans will be returned to the applicant when the permit is issued.**
6. When plans and the application are submitted to MPWMD, if there is no fixture inventory on file, an inspection will be scheduled to verify water fixtures on the property. The deed restrictions and permit will be prepared when a fixture inventory is available. The deed restrictions require property owner signatures to be notarized, and returned to the Water District for recordation at the Monterey County Recorder's office. Once the documents have been recorded, the applicant will be notified that the permit is ready for pick up and permit fees will be collected at that time. Connection charges for the addition of fixtures are currently \$205.17 per fixture unit (these fees will be adjusted July 1, 2005) plus \$210 processing fee, and deed restriction processing fees between \$115 and \$124. Applicants will pay the processing fee upon water permit application submittal, and all remaining fees when the permit is picked up. The District accepts cash or check. Credit cards are not accepted at this time.
7. The applicant submits the water permit and approved plans to the building department of the appropriate jurisdiction to obtain the building permit.
8. When the project is completed, a final inspection by the Water District is required for the water permit in addition to the final inspection required by the building department of your jurisdiction.

For more information, please contact the Permit office at 658-5601.



**MONTEREY PENINSULA
WATER MANAGEMENT DISTRICT**

5 HARRIS COURT, BLDG. G
POST OFFICE BOX 85
MONTEREY, CA 93942-0085 • (831) 658-5601
FAX (831) 644-9558 • <http://www.mpwmd.dst.ca.us>

October 23, 2003

RECEIVED

OCT 27 2003

COMMUNITY DEV. DEPT.

Mr. Jon Biggs, Community Development Director
City of Pacific Grove
300 Forest Avenue
Pacific Grove, California 93950

Subject: Ordinance No. 98, Second Bathroom

Dear Mr. Biggs:

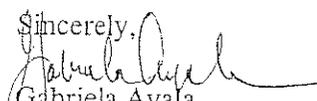
On April 16, 2001, the Board of Directors adopted Ordinance No. 98, the Second Bathroom Ordinance. The ordinance allows an existing single-family dwelling on a single-family residential site with only one bathroom or less than two full bathrooms to add the lacking fixture(s). Ordinance No. 98 (District Rule 24-C) allows the addition of the following: "(a) a single toilet, (b) a single standard bathtub, or single shower stall, or a single standard tub-shower combination, and (c) one or two washbasins."

On July 1, 2003, the District's Water Demand Committee reviewed the provisions of Ordinance No. 98 and provided direction to staff on administering the rule. The Committee clarified that an Ordinance No. 98 bathroom may not be designated as the "Master Bathroom". The result of this clarification is that a permit applicant may not install a separate bathtub and shower in the Ordinance No. 98 bathroom.

Information about Ordinance No. 98 is available on the District's website at www.mpwmd.dst.ca.us. Applicants should proceed through the normal permitting process with the jurisdiction prior to the District issuing a water permit. The District requires final, approved construction plans and a signed Water Release Form and Water Permit Application from the applicant. The jurisdiction should continue to identify the Ordinance No. 98 second bathroom addition in the "Authorization For Water Permit - Jurisdiction Use Only" box.

There may be some projects in process with the jurisdiction that propose the addition of a separate bathtub and shower in the Ordinance No. 98 bathroom. In the event that you come across such an application, the property owner or agent should be asked to modify their plan. **The District will not accept applications for water permits for the addition of a separate bathtub and shower in the Ordinance No. 98 bathroom.**

Thank you for your help. If you have any questions, the Permit and Conservation staff can be reached at 658-5601.

Sincerely,

Gabriela Ayala
Conservation Representative

Cc: Fran Farina, General Manager
Board of Directors



SECOND BATHROOM PROTOCOL FACT SHEET

Allowing a second bathroom in a one-bath house

Effective May 16, 2001

What is the second Bathroom protocol and when did it go into effect?

The second Bathroom protocol allows an existing single family dwelling on a single family residential site that has less than two bathrooms to add a new second bathroom on the site that had a final building permit as of May 16, 2001. The second bathroom protocol shall be limited to the following fixtures: (a) a single toilet, (b) a single bathtub, tub/shower combination or single shower stall, and/or (c) one or two wash basins.

The second Bathroom protocol does not apply to multi-family dwellings or residential sites with more than one living unit. The second Bathroom cannot be used to add a bathroom to an auxiliary or annex building; it cannot be designated as the Master Bathroom.

What is the procedure to add a bathroom using the second Bathroom protocol?

The process to obtain a water permit to add fixtures remains the same under the second Bathroom protocol except that there will be no debit from the jurisdiction's allocation. Here is a summary:

1. Plans are drawn by an architect/builder for the bathroom addition.
2. The plans must be submitted to the planning or building department of the jurisdiction where the property is located. (Contact the jurisdiction's planning department for more information on the plan check process.)
3. A completed Residential Water Release Form and Water Permit Application with jurisdiction signature for approval of the project is required.
4. The approved plans and completed application are submitted to Monterey Peninsula Water Management District (MPWMD). **Applications for water permits are not accepted unless the Residential Water Release Form is signed by** the jurisdiction and accompanied by approved plans. The Residential Water Release Form should indicate that the permit is being approved under the second Bathroom protocol.
5. As a condition of the second Bathroom protocol, applicants are required to sign two deed restrictions for recordation on the property title. One deed restriction will detail allowable water fixtures and limit use to two bathrooms on the site; the second deed restriction grants MPWMD access to water consumption records. The board will review water consumption, associated with second Bathroom protocol permits, annually for ten years to determine whether the program results in an increased water use. The agreement to provide public access to water records will be recorded on the property title for the length of the review period.

6. When plans and the Residential Water Release Form are submitted to MPWMD, an inspection may be scheduled to verify the water fixtures on the property.
7. Deed restrictions are prepared and go through an extensive internal review process. The deed restrictions must have property owner signatures notarized, and returned to the Water District for recordation of the documents at the Monterey County Recorder's office. Once the documents have been recorded, the applicant will be notified that the permit is ready for pick up.
8. The water permit process by MPWMD takes up to four weeks. If an inspection needs to be performed, the process may take longer depending on inspection scheduling. Connection charges, for the addition of the bathroom, are currently \$231.63 per fixture unit (as of July 1, 2009), plus \$210 processing fee, and include deed restriction processing fees of \$249.00. (Connection charges are annually adjusted July 1.) Applicants will pay all fees before the permit is released. The District accepts cash or check. Credit cards are not accepted at this time.
9. Once the water permit is issued, the approved plans will need to be taken to the building department of the appropriate jurisdiction to obtain the building permit.
10. When the project is completed, a final inspection by the Water District is required to document the additional fixtures. This inspection is in addition to the building department's inspection of the property. (Note: Carmel by the Sea, Pacific Grove and Seaside currently require that MPWMD final the water permit before the building permit will be finalled.)

What are the retrofit requirements?

As a condition of any water permit to add a bathroom, all toilets must be 1.6 gallon per flush ultra-low flow models, all shower heads must flow at 2.0 gpm, and all faucets must have aerators that restrict the flow to 2.2 gpm. No credit is given for required retrofits.

Can the second Bathroom protocol be used to add a bath if the one bath single family dwelling is demolished and rebuilt (with two baths)?

Yes. A documented Water Use Credit from MPWMD for the permanent abandonment (demolition) of a one bath single-family dwelling issued prior to May 16, 2001 shall be regarded as an "existing" Single-Family Dwelling unit for 120 months following demolition and shall allow reconstruction of a Single-Family Dwelling unit with the addition of a second bathroom under this protocol as long as the credit is valid.

If you have further questions, please contact the MPWMD Water Permits and Conservation office at (831) 658-5601.

.....

"Our mission is to manage, augment, and protect water resources for the benefit of the community and the environment on the Monterey Peninsula."

Summary of Ordinance No. 80
AMENDING THE PROCEDURE FOR ISSUING WATER PERMITS

Ordinance No. 80 is a new water permit law effective on January 1, 1996. In addition to several administrative changes, the law changes the fixture unit counts on water permit applications for additions of (or to) a master bathroom, moves medical offices from commercial water use group II to group I, establishes the processing and refund procedures for conditional water permits, and exempts portable water fixtures from payment of fees.

Master bathroom fixture unit counts will change in the following ways:

- A master bathroom may have two wash basins for the same water allocation and fees as on wash basin. Count two wash basins in the master bathroom as one fixture.
- A bathtub and a shower in the master bathroom have a total fixture unit count of three and should be considered as a single fixture. Previously each was counted separately and would have counted as five fixture units.

Other important changes and modifications include:

- No connection charges will be assessed for permits using a public water credit or transferred commercial credit. Water permits are still required for all remodels/additions or new construction using water credits.
- Portable water fixtures (portable hot tubs, kiddie pools, fountains, etc.) are exempt from the water permit requirement. Likewise, no credit will be applied to a water permit for the removal of portable water fixtures.
- An oversized (large) bathtub is a tub with an overflow capacity of more than 55 gallons.

The law also includes guidelines for the refund of conditional water permit fees and the collection of a conditional water permit processing fee, and revises the list of water distribution systems receiving water from the Monterey Peninsula Water Resources System.

Permit applications received by the District after January 1, 1996, will be processed under the new rules regardless of when the application was completed. The result will be less water debited from the jurisdiction's water allocation. Please call the District's permit office at 658-5601 for additional information.

MONTEREY PENINSULA WATER MANAGEMENT DISTRICT RESIDENTIAL WATER RELEASE FORM AND WATER PERMIT APPLICATION

NOTE: When approved and signed by the jurisdictions, this form must be submitted with final and complete Construction Plans to:

Monterey Peninsula Water Management District Permit Office
5 Harris Court, Bldg. G ♦ Monterey, CA 93940 ♦ (831) 658-5601 ♦ www.mpwmd.net ♦ Fax (831) 644-9558
Completing the Water Release Form & Water Permit Application does not guarantee issuance of a Water Permit.

ALL SPACES BELOW MUST BE COMPLETED OR THE APPLICATION MAY NOT BE PROCESSED. (Please print firmly)

1. OWNERSHIP INFORMATION:

Name: _____

Daytime telephone: _____

Mailing Address: _____

2. AGENT/REPRESENTATIVE INFORMATION:

Name: _____

Daytime telephone: _____

Mailing Address: _____

3. PROPERTY INFORMATION:

What year was the house constructed? _____ Existing Square-footage _____ Proposed Square-footage _____

Address: _____ Assessor Parcel Number _____ - _____ - _____

Is a water meter needed? (Circle one) YES NO If yes, how many meters are requested? _____

Water company serving parcel: _____ Account Number: _____

NOTE: Separate water meters are required for each User. Residential uses require separate meters for all auxiliary housing that includes a kitchen.

4. PROJECT DESCRIPTION (Be thorough and detailed): _____

5. INSTRUCTIONS: Table #1 should list the fixtures on the property as they exist before the project. Table #2 should reflect all fixtures on the property after the project is completed. Only one Master Bathroom can be designated per dwelling unit.

**Table No. 1 Existing Property Fixture Count
(All fixtures before project)**

Type of Fixture	Fixture	Value	Count
Washbasin	_____	x 1.0 =	_____
Two Washbasins in the Master Bathroom●	_____	x 1.0 =	_____
Toilet, Ultra Low-Flush (1.6 gallons-per-flush)	_____	x 1.7 =	_____
Toilet, High Efficiency (HET)*	_____	x 1.3 =	_____
Urinal (1.0 gallon-per-flush)	_____	x 1.0 =	_____
Urinal, High Efficiency (HEU) (0.5 gallon-per-flush)	_____	x 0.5 =	_____
Zero Water Consumption Urinal*	_____	x 0.0 =	_____
Masterbath (one per Dwelling): Tub & Separate Shower●	_____	x 3.0 =	_____
Large Bathtub (may have Showerhead above)	_____	x 3.0 =	_____
Standard Bathtub (may have Showerhead above)	_____	x 2.0 =	_____
Shower, Separate Stall (one Showerhead)	_____	x 2.0 =	_____
Shower, each additional fixture (heads, body spray)	_____	x 2.0 =	_____
Shower system, Rain Bars or Custom Shower (specs)	_____	x 2.0 =	_____
Kitchen Sink (with optional Dishwasher)	_____	x 2.0 =	_____
Kitchen Sink with High Efficiency Dishwasher*	_____	x 1.5 =	_____
Dishwasher, each additional (with optional sink)	_____	x 2.0 =	_____
Dishwasher, High Efficiency (with opt. sink)*	_____	x 1.5 =	_____
Laundry Sink/Utility Sink (one per Site)	_____	x 2.0 =	_____
Clothes Washer	_____	x 2.0 =	_____
Clothes Washer, (HEW) 5.0 water factor or less*	_____	x 1.0 =	_____
Bidet	_____	x 2.0 =	_____
Bar Sink	_____	x 1.0 =	_____
Entertainment Sink	_____	x 1.0 =	_____
Vegetable Sink	_____	x 1.0 =	_____
Swimming Pool (each 100 sq-ft of pool surface)	_____	x 1.0 =	_____
Other _____	_____	x _____ =	_____
Other _____	_____	x _____ =	_____

● Use this fixture count if a previous Permit was issued under Ordinance 80 to utilize the Master Bathroom Credit. (Tub may be large.) See District staff for more information.

**Table No. 2 Post Project Fixture Count
(All fixtures after project)**

Type of Fixture	Fixture	Value	Count
Washbasin	_____	x 1.0 =	_____
Two Washbasins in the Master Bathroom	_____	x 1.0 =	_____
Toilet, Ultra Low-Flush (1.6 gallons-per-flush)	_____	x 1.7 =	_____
Toilet, High Efficiency (HET)*	_____	x 1.3 =	_____
Urinal (1.0 gallon-per-flush)	_____	x 1.0 =	_____
Urinal, High Efficiency (HEU) (0.5 gallon-per-flush)	_____	x 0.5 =	_____
Zero Water Consumption Urinal*	_____	x 0.0 =	_____
Masterbath (one per Dwelling): Tub & Separate Shower	_____	x 3.0 =	_____
Large Bathtub (may have Showerhead above)	_____	x 3.0 =	_____
Standard Bathtub (may have Showerhead above)	_____	x 2.0 =	_____
Shower, Separate Stall (one Showerhead)	_____	x 2.0 =	_____
Shower, each additional fixture (heads, body spray)	_____	x 2.0 =	_____
Shower system, Rain Bars or Custom Shower (specs)	_____	x 2.0 =	_____
Kitchen Sink (optional dishwasher)	_____	x 2.0 =	_____
Kitchen Sink with High Efficiency Dishwasher*	_____	x 1.5 =	_____
Dishwasher, each additional (optional sink)	_____	x 2.0 =	_____
Dishwasher, High Efficiency (with opt. sink)*	_____	x 1.5 =	_____
Laundry Sink/Utility Sink (one per Site)	_____	x 2.0 =	_____
Clothes Washer	_____	x 2.0 =	_____
Clothes Washer, (HEW) 5.0 water factor or less*	_____	x 1.0 =	_____
Bidet	_____	x 2.0 =	_____
Bar Sink	_____	x 1.0 =	_____
Entertainment Sink	_____	x 1.0 =	_____
Vegetable Sink	_____	x 1.0 =	_____
Instant-Access-Hot-Water System (fixture credit)	_____	x <0.5> =	_____
New Connection – Refer to District Rule 24-A5	_____		_____
“Exterior Residential Water Demand Calculations”	_____	x _____ =	_____
Subtotal proposed fixtures	_____		_____
Swimming Pool (each 100 sq-ft of pool surface)	_____	x 1.0 =	_____

EXISTING FIXTURE UNIT COUNT TOTAL = _____

PROPOSED FIXTURE UNIT COUNT TOTAL = _____

***DEED RESTRICTION REQUIRED WHEN CREDIT IS APPLIED FOR THE APPLIANCES- EXPECT PERMIT PROCESS TO TAKE THREE WEEKS**

In completing the Water Release Form, the undersigned acknowledges that any discrepancy or mistake may cause rejection or delay in processing of 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 canceled. In addition, water fixtures installed without a Water Permit may be cause for interruption of the water service to the Site, additional fees and penalties, the imposition of a lien on the property, and deduction of water from the local Jurisdiction’s Allocation. The property owner/Applicant is required to notify the District and provide Construction Plans as appropriate for each change in the Project made prior to use or occupancy that may affect the Project’s Capacity to use water.

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

Signature of Owner/Agent _____ Date _____ Location Where Signed _____

Print Name _____ File or Plan Check Number _____

AUTHORIZATION FOR WATER PERMIT – JURISDICTION USE ONLY

_____ AF Paralta Allocation _____ AF Public Credits _____ AF Second Bathroom Protocol
_____ AF Pre-Paralta Credits _____ WDS (Private Well) _____ Water Entitlement _____ No water needed

Notes: _____ Authorized by: _____ Date: _____

This form expires one year from date of authorization for this project by the jurisdiction.

White copy-MPWMD

Yellow copy-applicant

Pink copy-jurisdiction





MONTEREY PENINSULA WATER MANAGEMENT DISTRICT

5 HARRIS COURT, BLDG. G
POST OFFICE BOX 85
MONTEREY, CA 93942-0085 • (831) 658-5601
FAX (831) 644-9558 • <http://www.mpwmd.dst.ca.us>

HIGH EFFICIENCY APPLIANCE CREDITS

A Residential water permit application may also include a request for water credits for the devices listed below. All applications which include the use of water credits are subject to inspection by the District prior to permitting. **Original fixtures should not be replaced until an inspection is complete.** *Applications for credit obtained through the installation of ultra-low water consuming appliances will require a deed restriction before the water permit is issued. Water permits requiring a deed restriction may take four to six weeks to process.*

<u>WATER APPLIANCE</u>	<u>FIXTURE UNIT (FU) CREDIT AVAILABLE</u>	<u>COMMENTS</u>
High Efficiency Dishwasher	0.5 FU	Must be approved by MPWMD. Machine cycle should be no more than 5.88 gallons. Please visit www.energystar.gov for list of qualifying models.
High Efficiency Clothes Washer	1.0 FU	For washers with water factor of 5.0 less. Please visit www.energystar.gov for list of qualifying models.
Instant-Access Hot Water (IAHW)	0.5 FU	Available where the property has an inefficient hot water delivery system. IAHW must be capable of producing hot water from every point of access within 10 seconds. NO CREDIT FOR NEW CONSTRUCTION.
HET (High Efficiency Toilet) 1.3 Gallons maximum.	0.4 FU	This credit reduces a toilet from 1.7 FU to 1.3 FU.

Monterey Peninsula Water Management District

5 Harris Court, Bldg. G - P.O. Box 85 - Monterey, CA 93942-0085 - (831) 658-5601 - Fax (831) 644-9558 – www.mpwmd.dst.ca.us

HOW ARE NEW WATER CONNECTION FEES COMPUTED?

Effective July 1, 2012, the Monterey Peninsula Water Management District (MPWMD) will be using the following fee structures to assess fees for water permits. Fees are related to the project's estimated water usage and the need to finance new water supply projects. Inquiries related to fee calculations may be made to the District's permit office at (831) 658-5601. Using Table I, residential connection fees are assessed on the number of water-using fixtures and landscaping on the property, multiplied by a fixture unit value, which is then multiplied by a dollar value per fixture unit. "Fixtures" are simply those devices that use water in the home--sinks, bathtubs, dishwashers, toilets, etc. Hot water heaters are not included. The "unit value" is a rating based on the Uniform Plumbing Code and appears below:

TABLE I: RESIDENTIAL FIXTURE UNIT COUNT
Revisions effective December 14, 2009 by Resolution 2009-10

TYPE OF FIXTURE	NO. OF FIXTURES	FIXTURE UNIT VALUE	FIXTURE UNIT COUNT
Washbasins	_____	x 1.0	= _____
Two Washbasins in the Master Bathroom	_____	x 1.0	= _____
Toilet, Ultra Low Flush (1.6 gallons-per-flush)	_____	x 1.7	= _____
Toilet, High Efficiency (HET) (1.3 gallons maximum)*	_____	x 1.3	= _____
Urinal (1.0 gallon-per-flush)	_____	x 1.0	= _____
Urinal, High Efficiency (0.5 gallon-per-flush)	_____	x 0.5	= _____
Urinal, Zero Water Consumption	_____	x 0.0	= _____
Bathtub (may be Large with Showerhead above) & Separate Shower in the Master Bathroom	_____	x 3.0	= _____
Large Bathtub (may have Showerhead above)	_____	x 3.0	= _____
Standard Bathtub (may have Showerhead above)	_____	x 2.0	= _____
Shower, Separate Stall (one Showerhead)	_____	x 2.0	= _____
Shower, each additional fixture (including additional Showerheads, Body Spray Nozzles, etc.)	_____	x 2.0	= _____
Shower System, Rain Bars, or Custom Shower (varies according to specifications)	_____	x 2.0	= _____
Kitchen Sink (including optional adjacent Dishwasher)	_____	x 2.0	= _____
Kitchen Sink with adjacent High Efficiency Dishwasher*	_____	x 1.5	= _____
Dishwasher, each additional (including optional adjacent sink)	_____	x 2.0	= _____
Dishwasher, High Efficiency each additional (including optional adjacent sink)*	_____	x 1.5	= _____
Laundry Sink/Utility Sink (one Sink per Residential Site)	_____	x 2.0	= _____
Clothes Washer	_____	x 2.0	= _____
Clothes Washer, High Efficiency (HEW) with a water factor of 5.0 or less.*	_____	x 1.0	= _____
Bidet	_____	x 2.0	= _____
Bar Sink	_____	x 1.0	= _____
Entertainment Sink	_____	x 1.0	= _____
Vegetable Sink	_____	x 1.0	= _____
Swimming Pool (each 100 square-feet of pool surface area)	_____	x 1.0	= _____
For New Connection Outdoor water use Refer to District Rule 24-A5			
"Exterior Residential Water Demand Calculations"			
TOTAL FIXTURE UNIT COUNT	_____	_____	= _____

* Requires Deed Restriction

To calculate exterior water use (NEW CONSTRUCTION ONLY): To estimate permit fees for new construction, multiply the total fixture unit count by 1.5 for the overall number of fixture units. A MAWA calculation and landscape plans must be included for those properties that are over 10,000 square feet. Multiply the total number of fixture units including landscaping by the connection fee as established by the MPWMD. As of July 1, 2012, this amount is \$247.35 per fixture unit in the CAW main system; in addition, an administrative processing fee of \$210 per dwelling unit.

Total Fixture Count _____ x 0.01 = _____ Acre Feet of water needed x Connection Charge = _____
 Processing Fee = _____
Total Fees = _____

NOTE: All residential new construction must meet the following District requirements:

- Toilets must be designed to use not more than 1.6 gallons-per-flush
- Showerheads must flow at no more than 2.0 gallons-per-minute
- Faucets must flow at no more than 2.2 gallons-per-minute
- On-demand hot water system (instant-access)
- Rain Sensor & Soil Moisture Sensors on automatic Irrigation Systems
- Drip irrigation where appropriate



Residential Water Conservation Rebate Application

To be eligible for a rebate, the new device(s) must be on the list of approved products. Visit www.mpwmd.net or call 831-658-5601 to determine eligibility. **You must apply within 120 days of purchase.** Attach the receipts for all covered devices and parts.

Mail application to: Rebate Program, Post Office Box 85, Monterey, CA 93942.

1. Account Information (Or enclose a copy of your Water Bill)

Water Provider _____ Account Number _____

2. Applicant Information

Applicant _____ e-mail _____

Owner Tenant (If tenant, owner's written authorization must be submitted)

Daytime Phone _____ Cell Phone _____

Mailing Address _____ Unit # _____

City _____ State _____ Zip _____

Make check payable to (name) _____

(If name other than account holder, please explain) _____

How did you hear about the Rebate Program? _____

3. Property Information

Property Address _____ Unit # _____

City _____ Assessor Parcel Number: _____ - _____ - _____

Site / Complex Name _____

4. New Toilets Installed

Apt/Unit #	Manufacturer (Make)	Model Name or #	Date installed	Quantity	Type
					<input type="checkbox"/> HET
					<input type="checkbox"/> UHET
					<input type="checkbox"/> Urinal – Pint / Zero

5. Indoor Water Saving Devices

Apt/Unit #	Manufacturer (Make)	Model Name or #	Date installed	Quantity	Type
					<input type="checkbox"/> CWM
					<input type="checkbox"/> DW
					<input type="checkbox"/> IAHW
					<input type="checkbox"/> On Demand

6. Outdoor water saving devices

Apt/Unit #	Manufacturer (Make)	Model Name or #	Date installed	Quantity	Type
					<input type="checkbox"/> Rainwater Harvesting
					<input type="checkbox"/> Smart Controller
					<input type="checkbox"/> Soil Moisture Sensor
					<input type="checkbox"/> Rotating Sprinkler Nozzle
					<input type="checkbox"/> Graywater Irrigation System

7. Your signature

By accepting this rebate, I certify that I have read, understand, and agree to the terms and conditions on the back of this application. I further certify that the devices for which I am requesting a rebate have been installed in the property identified above. I certify under penalty of perjury that the information stated above is true and complete to the best of my knowledge.

Name _____ Date _____



Water Conservation Rebate Program Terms -- Important! Rates Effective July 1, 2012

The Qualifying devices must be installed on Sites located within the District that are served by Water Distribution Systems regulated by the Monterey Peninsula Water Management District. By signing the application, I acknowledge and agree to the following:

- ❖ The purchased device(s) must be new and must be an approved model.
- ❖ Complete applications will be processed in the order received. All Rebates are subject to availability of funding.
- ❖ Rebates are not available for devices that are required by the District.
- ❖ Fixtures for which a rebate has been issued may later be converted to a Water Use Credit on a Water Permit Application if a credit is allowed by MPWMD Rules & Regulations. At such time, the applicant will be required to repay the rebate prior to receiving a Water Permit.
- ❖ The Rebates apply to the purchase price of the qualifying device, not delivery or installation.
- ❖ Rebates are issued for the initial installation of a qualifying device only, with the exception of High Efficiency Clothes Washers.
- ❖ Qualifying devices and amounts:
 - High Efficiency Toilet (1.3 gallons per flush) -- \$200
 - Residential High Efficiency Dishwasher (5.8 gallons maximum) -- \$125
 - Ultra High Efficiency Toilet (0.8 gallons ; Must be WaterSense certified) -- \$250
 - High Efficiency Clothes Washer (Water Factor 5.0 maximum) -- \$500
 - Instant-Access Hot Water System -- \$200 per qualifying property
 - On-Demand Hot Water Heater or Hot Water Circulation System -- \$100 per component, up to 2 components per Site
 - High Efficiency Urinal -- \$200
 - Pint Urinal -- \$300
 - Smart Controller plus 4 stations -- \$100, additional \$10 per station up to 20 stations
(Applicant must authorize access to water records; deed restriction required.)
 - Rotating Sprinkler Nozzle -- \$4.00. (minimum purchase & installation of 10)
 - Soil Moisture Sensor on Irrigation System -- \$25. (Gypsum block Soil Moisture Sensors don't qualify for Rebate.)
 - Rainwater Harvesting tanks -- \$25 per 100 gallons, up to 25,000 gallons per Site. **Site may require inspection.** (Attach a hand-drawn diagram of the roof area used for harvesting to this application.)
 - Graywater Irrigation System Supplied by Clothes Washer -- \$100. **Sites may require inspection**
 - Graywater Irrigation System Supplied by Bathtub/Shower Stall -- \$100, limit of 4. **Sites may require inspection**
- ❖ Device(s) must be installed at the address identified on the application prior to submittal of this application.
- ❖ All devices for which a rebate is issued are subject to **on-site installation verification** inspection. If device installation cannot be verified, the payee must reimburse the Rebate Program for rebate funds received, including all associated processing costs.

Rebate Program Instructions and Terms

- ❖ Confirm that the device(s) is identified on the list of approved products.
- ❖ For HET rebates, the model numbers for both tank and bowl must be on the list.
- ❖ To confirm eligibility of High Efficiency Clothes Washers and Dishwashers, please refer to EnergyStar at www.energystar.gov, Consortium for Energy Efficiency at www.cee1.org and Water Sense US EPA at www.epa.gov for a list of approved appliances and toilets. Also, visit www.mpwmd.net or call 831-658-5601.
- ❖ Tenants must submit owner authorization to receive a rebate. (Note: Property owners need notification that installation of water saving devices may establish Water Use Credits that are time sensitive.)
- ❖ Attach a copy of the sales receipt to this application. Receipt(s) must include the make and model of the device(s) purchased. Receipts must be received **within 120 days of purchase.**
- ❖ Attach a copy of your most recent water bill for the address where the device(s) were installed. If you reside in an apartment complex, condominium or mobile home park, please contact your Homeowner's Association or manager for a copy of the water bill.
- ❖ Retain a copy of this application and the sales receipt for your records. The Rebate Program is not responsible for materials lost or delayed in the mail, including misdirected mail.

Disclaimer

California American Water, the City of Seaside, or Monterey Peninsula Water Management District make no representation or warranty regarding the devices eligible for rebates under this Rebate Program. By participating in the Rebate Program, you waive and release CAW and MPWMD from any and all claims and causes of action arising out of the purchase, installation or use of the devices purchased in connection with the Rebate Program. Any claim you may have based upon any defect or failure of performance of a device purchased by you should be pursued with the manufacturer/distributor.

NOTICE: The decision to grant or deny a rebate is a determination of the Water District's General Manager. Determinations of the General Manager may be appealed to the District Board within twenty-one (21) days after any such determination pursuant to District Rule 70. For information about the appeal process, contact the District Office at (831) 658-5601.

FOR EXCELLENT INFORMATION ABOUT LOCAL WATER CONSERVATION EFFORTS
Please visit www.montereywaterinfo.org

MONTEREY PENINSULA WATER MANAGEMENT DISTRICT NON-RESIDENTIAL WATER RELEASE FORM AND WATER PERMIT APPLICATION

NOTE: When approved and signed by the Jurisdiction this form must be submitted with final and complete Construction Plans to:

Monterey Peninsula Water Management District Permit Office
5 Harris Court, Bldg. G ~ Monterey, CA 93940 ~ (831) 658-5601 ~ www.mpwmd.net ~ Fax (831) 644-9558
Completing the Water Release Form & Water Permit Application does not guarantee issuance of a Water Permit.

ALL SPACES BELOW MUST BE COMPLETED OR THE APPLICATION MAY NOT BE PROCESSED. (Please print firmly)

1. OWNERSHIP INFORMATION:

Name: _____

Daytime telephone: _____

Mailing Address: _____

2. AGENT/REPRESENTATIVE INFORMATION:

Name: _____

Daytime telephone: _____

Mailing Address: _____

3. PROPERTY INFORMATION:

Year building was constructed? _____ Existing Square-footage _____ Proposed Square-footage _____

Address: _____ Assessor Parcel Number _____ - _____ - _____

Is a water meter needed? (Circle one) YES (How Many _____) NO *NOTE: Separate water meters are required for each User.*

Water company serving parcel: _____

4. Type of Non-Residential Use: _____

5. Project Description (Be thorough and detailed): _____

Any Change in Use/Expansion of Use requires a Water Permit. Mandatory Retrofit Upon Expansion of Use.

Table No. 1 Existing Group I – Low to Moderate Use
(All Uses *before* project)

Type of Use	Quantity	Factor	Use/AF
Auto Uses	_____ x	0.00007	= _____
Bank	_____ x	0.00007	= _____
Church	_____ x	0.00007	= _____
Dental/Medical/Vet Clinic	_____ x	0.00007	= _____
Family Grocery	_____ x	0.00007	= _____
Fast Photo	_____ x	0.00007	= _____
Gym	_____ x	0.00007	= _____
Nail Salon	_____ x	0.00007	= _____
Office	_____ x	0.00007	= _____
Retail	_____ x	0.00007	= _____
School	_____ x	0.00007	= _____
Warehouse	_____ x	0.00007	= _____

Existing Group II – High Use
(All Uses *before* project)

Type of Use	Quantity	Factor	Use/AF
Bakery	_____ x	0.0002	= _____
Coffee House	_____ x	0.0002	= _____
Convenience Store	_____ x	0.0002	= _____
Deli	_____ x	0.0002	= _____
Dry Cleaner	_____ x	0.0002	= _____
Pizza	_____ x	0.0002	= _____
Sandwich Shop	_____ x	0.0002	= _____
Supermarket	_____ x	0.0002	= _____

Existing Group III – Miscellaneous Uses
(All Uses *before* project)

Type of Use	Quantity	Factor	Use/AF
Assisted Living (6+beds)	_____ x	0.085 bed	= _____
Beauty Shop	_____ x	0.0567 station	= _____
Child Care	_____ x	0.0072 child	= _____
Dog Grooming	_____ x	0.0567 station	= _____
Dormitory	_____ x	0.040 room	= _____
Gas Station	_____ x	0.0913 pump	= _____
Laundromat	_____ x	0.02 machine	= _____
Meeting Hall	_____ x	0.00053 sf	= _____
Motel Large Tub	_____ x	0.03 tub	= _____
Motel/Hotel/B&B	_____ x	0.1 room	= _____
Plant Nursery	_____ x	0.00009 sf	= _____
Public Toilets	_____ x	0.058 toilet	= _____
Public Urinals	_____ x	0.036 urinal	= _____
Restaurant (Fast Food)	_____ x	0.038 seat	= _____
Restaurant/Bar (General)	_____ x	0.02 seat	= _____
Self-Storage	_____ x	0.0008 unit	= _____
Skilled Nursing	_____ x	0.120 bed	= _____
Spa	_____ x	0.05 spa	= _____
Swimming Pool (each 100 sq-ft of pool surface)	_____ x	0.02 sf	= _____
Theater	_____ x	0.0012 seat	= _____
Zero Water Urinal	_____	no value	= _____
EXISTING Quantity	TOTAL		= _____

Table No. 2 Post Project Group I – Low to Moderate Use
(All Uses *after* project)

Type of Use	Quantity	Factor	Use/AF
Auto Uses	_____ x	0.00007	= _____
Bank	_____ x	0.00007	= _____
Church	_____ x	0.00007	= _____
Dental/Medical/Vet Clinic	_____ x	0.00007	= _____
Family Grocery	_____ x	0.00007	= _____
Fast Photo	_____ x	0.00007	= _____
Gym	_____ x	0.00007	= _____
Nail Salon	_____ x	0.00007	= _____
Office	_____ x	0.00007	= _____
Retail	_____ x	0.00007	= _____
School	_____ x	0.00007	= _____
Warehouse	_____ x	0.00007	= _____

Post Project Group II – High Use
(All Uses *after* project)

Type of Use	Quantity	Factor	Use/AF
Bakery	_____ x	0.0002	= _____
Coffee House	_____ x	0.0002	= _____
Convenience Store	_____ x	0.0002	= _____
Deli	_____ x	0.0002	= _____
Dry Cleaner	_____ x	0.0002	= _____
Fast Photo	_____ x	0.0002	= _____
Gym	_____ x	0.0002	= _____
Nail Salon	_____ x	0.0002	= _____

Post Project Group III – Miscellaneous Uses
(All Uses *after* project)

Type of Use	Quantity	Factor	Use/AF
Assisted Living (6+beds)	_____ x	0.085 bed	= _____
Beauty Shop	_____ x	0.0567 station	= _____
Child Care	_____ x	0.0072 child	= _____
Dog Grooming	_____ x	0.0567 station	= _____
Dormitory	_____ x	0.040 room	= _____
Gas Station	_____ x	0.0913 pump	= _____
Laundromat	_____ x	0.02 machine	= _____
Meeting Hall	_____ x	0.00053 sf	= _____
Motel Large Tub	_____ x	0.03 tub	= _____
Motel/Hotel/B&B	_____ x	0.1 room	= _____
Plant Nursery	_____ x	0.00009 sf	= _____
Public Toilets	_____ x	0.058 toilet	= _____
Public Urinals	_____ x	0.036 urinal	= _____
Restaurant (Fast Food)	_____ x	0.038 seat	= _____
Restaurant/Bar (General)	_____ x	0.02 seat	= _____
Self-Storage	_____ x	0.0008 unit	= _____
Skilled Nursing	_____ x	0.120 bed	= _____
Spa	_____ x	0.05 spa	= _____
Swimming Pool (each 100 sq-ft of pool surface)	_____ x	0.02 sf	= _____
Theater	_____ x	0.0012 seat	= _____
Zero Water Urinal	_____	no value	= _____
PROPOSED Quantity	TOTAL		= _____

Group IV – Modified Uses

Reduced water Capacity from types of uses listed in Groups I-III and have received a Water Use Credit for modifications

New Connections – Refer to District Rule 24-B-2 “Exterior Non-Residential Water Demand Calculations”

PROPOSED WATER USAGE (DIFFERENCE BETWEEN EXISTING USE –POST PROJECT USE)

(Jurisdiction must authorize water for positive result)

In completing this Water Release Form, the undersigned (as owner or as agent for the property owner) acknowledges that any discrepancy or mistake may cause rejection or delay in processing of the application. Additionally, the undersigned is responsible for accurately accounting for the type of Non-Residential use. In addition, Changes of Use or Expansions completed without a Water Permit may result in additional fees and penalties, the imposition of a lien on the property, and the deduction of water from the local Jurisdiction’s Allocation.

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

Signature of Owner/Agent

Date

AUTHORIZATION FOR WATER PERMIT – JURISDICTION USE ONLY

____ AF Paralta Allocation ____ AF Public Credits ____ AF Pre-Paralta Credits ____ WDS (Private Well) ____ No water needed

Notes: _____ **Authorized by:** _____ **Date:** _____

This form expires on the same date as any discretionary or building permits issued for this Project by the Jurisdiction.

WHITE - MPWMD

YELLOW - APPLICANT

PINK - LOCAL JURISDICTION



Monterey Peninsula Water Management District

5 Harris Court, Bldg. G - P.O. Box 85 - Monterey, CA 93942-0085
(831) 658-5601 - Fax (831) 644-9558

NON-RESIDENTIAL WATER USE FACTORS

For Non-Residential projects, fees are computed on the anticipated water use of a project based on the development's projected capacity for water use. Any change in use from one non-residential category in one group to another non-residential category in a higher water use group, or from any category in Group III to another category in Group III, as shown on Table No. 2, shall be deemed an intensification of use requiring an expansion/extension permit, or an amended permit pursuant to District Rules. Where there is no increase in the size of a structure, a change in use from one non-residential category in Group I to another category within Group I, or a change of use from one non-residential category in Group II to another in Group II, however, shall not be deemed to cause an intensification of water use.

Group I - Low to Moderate Use

Auto Uses	Retail	Warehouse	Dental/Medical/Veterinary Clinics	Fast Photo
Church	Nail Salon	Family Grocery	Office School Bank	Gym

0.00007 AF/SF

Group II - High Use

Bakery	Pizza	Coffee House	Supermarket/Convenience Store
Dry Cleaner	Deli		Sandwich Shop

0.0002 AF/SF

Group III - Miscellaneous Uses - Each Category is Calculated Separately

Assisted Living (more than 6 beds)	0.085 per bed
Beauty Shop/Dog Grooming	0.0567 AF/station
Child Care	0.0072 AF/child
Dormitory ¹	0.040 AF/room
Gas Station	0.0913 AF/pump
Laundromat	0.200 AF/machine
Meeting Hall	0.00053 AF/sf
Motel/Hotel/Bed and Breakfast:	0.100 AF/room
w/Large Bathtub (add to room factor)	0.030 AF/tub
Irrigated areas not immediately adjacent (i.e. within 10 feet of any building):	MAWA ²
Plant Nursery	0.00009 AF/sf total land
Public Toilets	0.058 AF/toilet
Public Urinals	0.036 AF/urinal
Waterless Urinals	No value
Restaurant (General/Bar):	0.020 AF/seat
Restaurant (24-Hour & Fast Food):	0.038 AF/seat
Self-Storage	0.0008 AF/storage unit
Skilled Nursing	0.120 AF/bed
Spa	0.050 AF/spa
Swimming Pool	0.020 AF/100 sf surface area
Theater	0.0012 AF/seat

Group IV – Modified Non-Residential Uses – Users listed in this category have reduced water Capacity from the types of uses listed in Groups I-III and have received a Water Use Credit for modifications. The General Manager shall maintain a list of specific properties in this Group that have received a Water Use Credit pursuant to Rule 25.5 for permanent reduction in use.

Outdoor water use (new Connection only) shall be added to the factored total and shall be the MAWA for the irrigated area beyond the adjacent 10' as determined by a landscape plan and Landscape Water Budget prepared for the Site.

Note: Any Non-Residential water use which cannot be characterized by one of the use categories set forth in Table 2 shall be designated as

¹ Dormitory water use at educational facilities is a Residential use although the factor is shown on Table

² $MAWA = \frac{ET_o \times ET_{adj} \times LA \times IE}{325,851}$



Non-Residential Water Conservation Rebate Application

To be eligible for a Rebate, the new device(s) must be on the list of approved products. Visit www.mpwmd.net or call 831-658-5601 to determine eligibility. **You must apply within 120 days of purchase.** Attach the receipts for all covered devices and parts.

Mail application to: Rebate Program, Post Office Box 85, Monterey, CA 93942.

1. Account Information (Or enclose a copy of your Water Bill)

Water Provider _____ Account Number _____

2. Applicant Information

Applicant _____ e-mail _____

Owner Tenant (If tenant, owner's written authorization must be submitted)

Daytime Phone _____ Cell Phone _____

Mailing Address _____ Unit # _____

City _____ State _____ Zip _____

Make check payable to (name) _____

(If name other than account holder, please explain) _____

How did you hear about the Rebate Program? _____

3. Property Information

Property Address _____ Unit # _____

City _____ Assessor Parcel Number: _____ - _____ - _____

Site / Complex Name _____

Type of Non-Residential Business _____

4. Water Saving Devices

Manufacturer (Make)	Model Name or #	Date Purchased	Quantity	Type
				<input type="checkbox"/> HET or UHET
				<input type="checkbox"/> HE Urinal <input type="checkbox"/> Pint Urinal <input type="checkbox"/> Zero Urinal
				<input type="checkbox"/> CW
				<input type="checkbox"/> DW
				<input type="checkbox"/> IAHW or On Demand
				<input type="checkbox"/> Water Broom
				<input type="checkbox"/> Cooling Tower Controller
				<input type="checkbox"/> Dry Vacuum Pump
				<input type="checkbox"/> Connectionless Food Steamer
				<input type="checkbox"/> CEE Tier II Water Efficient Ice Machine
				<input type="checkbox"/> X-ray process Recirculation system
				<input type="checkbox"/> Water Efficient Medical Steam Sterilizer

5. Outdoor water saving devices

Manufacturer (Make)	Model Name or #	Date Purchased	Quantity	Type
				<input type="checkbox"/> Rainwater Harvesting <input type="checkbox"/> Smart Controller
				<input type="checkbox"/> Rotating Sprinkler Nozzle (10 minimum)
				<input type="checkbox"/> Graywater Irrigation System (Case by Case) Please contact MPWMD

6. Your signature

By accepting this rebate, I certify that I have read, understand, and agree to the terms and conditions on the back of this application. I further certify that the devices for which I am requesting a rebate have been installed in the property identified above. I certify under penalty of perjury that the information stated above is true and complete to the best of my knowledge.

Name _____ Date _____



Water Conservation Rebate Program Terms -- Important! Effective January 1, 2012

The Qualifying devices must be installed on Sites located within the District that are served by Water Distribution Systems regulated by the Monterey Peninsula Water Management District. By signing the application, I acknowledge and agree to the following:

- ❖ The purchased device(s) must be new and must be an approved model.
- ❖ Complete applications will be processed in the order received. All Rebates are subject to availability of funding.
- ❖ Rebates are not available for devices that are required by the District.
- ❖ Fixtures for which a rebate has been issued may later be utilized as a Water Use Credit on a Water Permit Application if a credit is allowed by MPWMD Rules & Regulations. At such time, the applicant will be required to repay the rebate prior to receiving a Water Permit.
- ❖ The Rebates apply to the purchase price of the qualifying device, not delivery or installation.
- ❖ Rebates are issued for the initial installation of a qualifying device only.
- ❖ Qualifying devices and amounts:
High Efficiency Toilet (1.3 gallons per flush) -- \$200
Commercial Dishwasher:
 Under counter \$500; Single tank door \$1,000; Single tank conveyor \$1,500; multi-tank conveyor \$2,000
Ultra High Efficiency Toilet (0.8 gallons ; Must be WaterSense certified) -- \$250
Commercial Use High Efficiency Clothes Washer -- \$1,000 (Includes Multi-Family Common Laundry Room)
Instant-Access Hot Water System -- \$200 per qualifying property
On-Demand Water Heater or Hot Water Circulation System-- \$100 per component, up to 2 components per Site
High Efficiency Urinal -- \$200
Pint Urinal -- \$300
Zero Water Consumption Urinal -- \$300
Water Broom -- \$150
Cooling Tower Conductivity Controller -- \$1,000
Cooling Tower Conductivity/pH Controller -- \$2,500
CEE Tier II Water Efficient Ice Machine -- \$500
Dry Vacuum Pumps -- \$200 per 0.05 HP up to 4 HP
Connectionless Food Steamer - \$1,500
X-ray film processor recirculation system -- \$2,500
Medical Equipment steam sterilizer retrofit with water tempering device -- \$1,500
Smart Irrigation System Controller plus 4 stations -- \$100, additional \$10 per station up to 20 stations. (Applicant must authorize access to water records. Deed Restriction must be recorded on the property title.)
Rotating Sprinkler Nozzle -- \$4.00 (minimum purchase & installation of 10)
Soil Moisture Sensor on Irrigation System -- \$25 (Gypsum block Soil Moisture Sensors don't qualify for Rebate.)
Rainwater Harvesting tanks -- \$25 per 100 gallons, up to 25,000 gallons per Site. **Site may require inspection.** (Attach a hand-drawn diagram of the roof area used for harvesting to this application.)

Graywater Irrigation System - Case-by-Case basis. (Contact District prior to Graywater System installation for consideration.)
- ❖ Device(s) must be installed at the address identified on the application prior to submittal of this application.
- ❖ All devices for which a rebate is issued are subject to **on-site installation verification** inspection. If device installation cannot be verified, the payee must reimburse the Rebate Program for rebate funds received, including all associated processing costs.

Rebate Program Instructions and Terms

- ❖ Confirm that the device(s) is identified on the list of approved products.
- ❖ For HET rebates, the model numbers for both tank and bowl must be on the list.
- ❖ To confirm eligibility of High Efficiency Clothes Washers and Dishwashers, please refer to EnergyStar at www.energystar.gov, Consortium for Energy Efficiency at www.cee1.org and Water Sense US EPA at www.epa.gov for a list of approved appliances and toilets. Also, visit www.mpwmd.net or call 831-658-5601.
- ❖ Tenants must submit owner authorization to receive a rebate. (Note: Property owners need notification that installation of water saving devices may establish Water Use Credits that are time sensitive.)
- ❖ Attach a copy of the sales receipt to this application. Receipt(s) must include the make and model of the device(s) purchased. Receipts must be received **within 120 days of purchase**.
- ❖ Attach a copy of your most recent water bill for the address where the device(s) were installed.
- ❖ Retain a copy of this application and the sales receipt for your records. The Rebate Program is not responsible for materials lost or delayed in the mail, including misdirected mail.

Disclaimer

California American Water, the City of Seaside, or Monterey Peninsula Water Management District make no representation or warranty regarding the devices eligible for rebates under this Rebate Program. By participating in the Rebate Program, you waive and release CAW and MPWMD from any and all claims and causes of action arising out of the purchase, installation or use of the devices purchased in connection with the Rebate Program. Any claim you may have based upon any defect or failure of performance of a device purchased by you should be pursued with the manufacturer/distributor.

NOTICE: The decision to grant or deny a rebate is a determination of the Water District's General Manager. Determinations of the General Manager may be appealed to the District Board within twenty-one (21) days after any such determination pursuant to District Rule 70. For information about the appeal process, contact the District Office at (831) 658-5601.

**FOR EXCELLENT INFORMATION ABOUT LOCAL WATER CONSERVATION EFFORTS
Please visit www.montereywaterinfo.org**