



Appeal Application

Water Conservation Ordinance - SMMC Chapter 13.24 (Revised 10/14)

Appellant Name _____ Appellant Phone _____

Address _____ E-mail _____

Sierra Madre Water Account Number _____

Current 30% Conservation Numbers (per most recent letter): Summer _____ Winter _____

13.24.170(C) The water superintendent shall have the authority, upon the filing by a customer of an application for relief as herein provided, to take such steps as he or she deems reasonable and to set up such procedures as he or she considers necessary to resolve said application for relief. In determining whether relief shall be granted, the water superintendent, and on appeal, the water appeals board, shall take into consideration all relevant factors including, but not limited to:

1. Have you filed for an appeal before? Y N If yes, when? _____

Was it granted or denied? _____

2. Did you move into the property after the base year of June 2012 – July 2013 Y N

Date: _____ How many people live in the home? _____

3. Have additional members been added to the household? Y N

Explanation: _____

4. Has any additional landscaped or drought tolerant planting been added to the property? Y N

Explanation: _____

5. Have there been changes in vacancy factors in multifamily housing? Y N

How many units/dwellings (total) on the property: _____

6. Was there additional water use necessary for reasons related to family illness or health? Y N

Explanation: _____

7. If a business, are there an increased number of employees in commercial, industrial or retail business? Y N Explanation: _____

8. Has there been an increase in water use due to new construction? Y N

Explanation: _____

9. Have there been adjustments to water use caused by emergency health or safety hazards?

Y N Explanation: _____

10. Was there a first filling of a permit-constructed swimming pool? Y N

Date & Explanation: _____

11. Size of property/lot: (generally noted on title documents) _____

12. Size of ground floor of dwelling/garage (SF) _____

13. Please note the Water Conservation efforts already taken (will be confirmed in audit):

- a. Install ultra-low flush toilets: Y N Date: _____ # of fixtures: _____
- b. Install low flow aerators in faucets and sinks: Y N Date: _____ # of fixtures: _____
- c. Install smart irrigation controllers and properly program to water only twice a week: Y N
- d. Adjust irrigation to prevent any water from hitting pavement or creating runoff: Y N
- e. Fix any current leaks on the property: Y N Date & Explanation: _____
- f. Other (not listed): _____

13.24.170(B) The following procedural requirements shall apply with regard to the review & processing of the appeal application:

1. The customer must state in writing the grounds for the appeal. Please attach additional written explanation if necessary.
2. The application will be reviewed by the Water Superintendent. Prior to rendering a final decision, the Water Superintendent or other Water Conservation-certified staff member shall perform a free water audit at the subject address. A final decision will be made by the Water Superintendent within ten working days of the completion of the water audit.
3. The Water Superintendent decision will be issued in the form of a water budget for the subject property. The water budget shall include an allowance of water per resident for indoor use, and an outdoor water budget based on the type of landscaping and amount/area of landscaping. Water allocations shall be based on state and water industry standards. The water budget may actually be less than the customer's current conservation goal.
4. Upon the completion of the water audit and designation of the water budget, the customer will be provided a copy. At that time, the customer may choose to cancel his/her appeal.
5. If you wish to appeal the Water Superintendent's decision, an appeal to the Water Appeals Board may be filed within ten working days after a final decision letter has been received by the resident. The written appeal should state the grounds upon which it is based, and what remedy, if any, the appellant seeks. The appeal shall be addressed to the office of the City Manager. The water appeals board shall render a decision on the appeal within ten working days of the date of the appeal letter.

13.24.170(D) No relief shall be granted to any customer for any reason in the absence of a showing by the customer that he/she has achieved the maximum practical reduction in water consumption, as the case may be, other than in the specific area in which relief is being sought. No relief shall be granted to any customer who, when requested by the water department, fails to provide the water department with information whereby the services provided to him/her can be classified for the purpose of establishing an appropriate base or classification pursuant to the provisions of this chapter. If an action on the application for relief is mutually agreed upon between the water department and the customer, the agreement shall be in writing and signed by the customer, and no appeal on said application may be made by the customer.

FOR OFFICE USE ONLY

DATE RECEIVED: _____

DATE OF WATER AUDIT: _____

DATE 1ST REVIEWED BY PW: _____

DATE WATER BUDGET PROVIDED TO CUSTOMER: _____

DATE APPLICANT CONTACTED BY PW FOR AUDIT: _____

DATE WATER BUDGET APPROVED BY CUSTOMER: _____ DATE OF APPLICATION WITHDRAWAL: _____

Water Budget Worksheet (Staff use)

Persons residing at address _____ x 65 = _____ GPCD x 60 = _____ Gallons
_____ Gallons/748 = _____ Billing Units Per Period Indoor Use

Indoor budget _____

Outdoor Water use Calculations

_____ Lot Size (sf)

- _____ Structures (ground floor only - sf)

_____ Landscape Area (LA) (sf)

_____ Est. LA percent turf x LA = HA turf _____

_____ Est. LA percent flowers x LA = HA flowers _____

_____ Est. LA trees, shrubs x LA = HA trees, shrubs _____

_____ Est. LA non-irrigated

(Driveway, walkways, patio, un-landscaped.)

$EWU = (ET_o) \times (PF) \times (HA) \times (CF)$