

POLICY FOR FINANCIAL ASSISTANCE TO REPLACE STREET LATERALS AT SINGLE-FAMILY RESIDENCES

The City of Calistoga is concerned about the inflow and infiltration into the public sewer system through privately maintained street laterals and the ability of homeowners to afford the expense of making needed upgrades. The City Council of the City of Calistoga finds it is in the best interest of all sewer rate payers to participate in the needed upgrades to deficient street laterals.

"Street lateral" is defined as the portion of a side sewer lying within a public street connecting a building lateral to the main sewer. CMC Section 13.08.015.26.

"Side sewer" shall mean the sewer line beginning at the foundation wall of any building and terminating at the main sewer and includes the building lateral and street lateral together (CMC Section 13.08.015.21).

For the purpose of this policy, a single family residence shall be defined as one dwelling unit per assessor parcel devoid of any accessory dwelling unit or other uses, including but not limited to Bed & Breakfasts.

Only single family residences are eligible for reimbursement through this policy.

Only the replacement of street lateral piping in the public right-of-way is eligible for reimbursement. The City will reimburse the applicant 50% of the approved cost up to \$1500. No reimbursement for replacement of street lateral piping will exceed \$1500 within a five (5) year period.

An applicant shall petition the Public Works Director for financial assistance prior to the commencement of any work in the right-of-way.

The petition shall include the following information:

- 1) The property owner
- 2) Owner's mailing address and telephone number
- 3) Property at which work is to be done
- 4) Person requesting the reimbursement
- 5) Scope of work narrative
- 6) Drawing of the proposed work
- 7) Contractor's name
- 8) Cost estimate

The contractor shall obtain an Encroachment Permit from the Public Works Department for all work performed in the public right-of-way.

If the conditions placed on the Encroachment Permit alter the original cost estimates, those revised costs shall be incorporated into the original petition for approval prior to the commencement of work.

The Director of Public Works will advise the applicant in writing of the approved reimbursement prior to the commencement of the work. Any unexpected conditions and additional costs incurred during construction shall be reviewed and approved by the Public Works Department for reimbursement prior to those additional costs being incurred with 50% reimbursement anticipated.

Reimbursement requests shall be made to the Director of Public Works and shall include the following:

- 1) A copy of the contractor's billing statement
- 2) Any other applicable receipts
- 3) A copy of the approved Encroachment Permit

The City will not be responsible for payment of billing statements to the contractor. This policy only covers the reimbursement of money to the applicant.

Reimbursement requests received ten (10) or more days prior to a scheduled City Council meeting will be processed and mailed the Wednesday following that meeting.

By participation in the cost of replacement of a privately owned street lateral, the City accepts no ownership or maintenance responsibilities for those upgrades. The street lateral continues to be the sole responsibility of the owner being served.