

ORDINANCE NO. 334

AN ORDINANCE OF THE CENTRAL CONTRA COSTA SANITARY DISTRICT
ADOPTING AN UNCODIFIED SCHEDULE OF
ENVIRONMENTAL AND DEVELOPMENT-RELATED FEES AND CHARGES
IN ACCORDANCE WITH DISTRICT CODE CHAPTER 6.30,
EFFECTIVE JULY 1, 2024

WHEREAS, the Board of Directors (Board) of the Central Contra Costa Sanitary District (Central San) finds that Central San incurs substantial costs to provide various environmental and development-related services, such as, but not limited to, administration and processing of annexations, customer assistance at the permit counter, plan review and inspection for sewer line installation, alteration, replacement and repair, the inclusion of new information on Central San's maps, administration and permit inspection related to the Environmental Compliance Program, permitting of septage and grease haulers, and treatment of grease and septage at the treatment plant; and

WHEREAS, the Board finds that it is necessary to charge customers and other users of Central San's services to recover the reasonable cost of providing said services; and

WHEREAS, Central San staff has comprehensively analyzed the actual cost of providing the various environmental and development-related services listed above based on direct costs, staff costs and overhead for time and effort incurred to provide listed services; and

WHEREAS, the Board finds that the Schedule of Environmental and Development-Related Fees and Charges, as reflected in Exhibit "A" to this Ordinance, reasonably represents the actual costs to provide the services delineated in said Schedule of Fees and Charges; and

WHEREAS, the Board finds that this action is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15273 (a)(1) and (3) of the State CEQA Guidelines, in that the Fees and Charges are being charged merely to reimburse Central San for staff costs and expenses.

NOW, THEREFORE, the Board of Directors of the Central Contra Costa Sanitary District does hereby ordain as follows:

Section 1 (To be uncodified)

The Schedule of Environmental and Development-Related Fees and Charges as set forth in full in Exhibit "A" to this Ordinance, which exhibit is hereby incorporated in full herein by this reference, is hereby adopted in uncodified form pursuant to the provisions of District Code Chapter 6.30. As of the effective date of this Ordinance, the fees and charges for each environmental and development-related service shall be as set forth in said schedule and shall remain in effect until amended or replaced by ordinance.

Section 2

All ordinances and parts of ordinances in conflict with the provisions of this Ordinance are repealed. The provisions of this Ordinance, insofar as they are substantially the same as existing provisions relating to the same subject matter shall be construed as restatements and continuations thereof and not as new enactments. To the extent this Ordinance or any portion or section of this Ordinance is determined invalid or unconstitutional, such portions of Ordinance No. 328 shall remain in effect and such Fees and Charges due thereunder for any categories of users shall remain due and payable as if those portions of Ordinance No. 328 have not been repealed.

With respect, however, to violations, rights accrued, liabilities accrued, or appeals taken, prior to the effective date of this Ordinance, under any chapter, ordinance, or part of an ordinance, such chapter, ordinance or part of an ordinance shall be deemed to remain in full force for the purpose of sustaining any proper suit, action, or other proceedings, with respect to any such violation, right, liability or appeal.

Section 3

This Ordinance shall be a general regulation of Central San and shall be published in the *Contra Costa Times* and *San Ramon Valley Times*, newspapers of general circulation, published and circulated within Central San and shall be effective as of July 1, 2024.

PASSED AND ADOPTED by the Board of Directors of the Central Contra Costa Sanitary District on the 6th day of June, 2024 by the following vote:

AYES: Members: Hockett, McGill, Pilecki, Wedington, Lauritzen
NOES: Members: None
ABSENT: Members: None

Mariah N. Lauritzen
President of the Board of Directors
Central Contra Costa Sanitary District
County of Contra Costa, State of California

COUNTERSIGNED:

Katie Young, CPMC, CMC
Secretary of the District
Central Contra Costa Sanitary District
County of Contra Costa, State of California

Approved as to form:

J. Leah Castella
Counsel for the District

**CENTRAL CONTRA COSTA SANITARY DISTRICT
ENVIRONMENTAL AND DEVELOPMENT-RELATED FEES & CHARGES FOR
FISCAL YEAR (FY) 2024-25 (uncodified)**

	Fee Category	Amount
(A)	DEVELOPMENT AND PLAN REVIEW	
	<i>Review of new sewer and recycled water plans and related documents; review of plans for and processing of residential and commercial permit applications; installer reimbursement of sewer construction costs from subsequent connectors; identification of right-of-way conflicts.</i>	
(A-1)	Application Fees:	
	Basic Application (side sewer work, easement staking, permit renewal)	\$170
	Application for new sewer service - new parcel	\$353
	Application for new sewer service - existing parcel	\$255
	Commercial Application (for review of plans for a change in use or expansion of a commercial facility; includes up to one hour of plan review)	\$363
	Commercial Application - Each additional hour	\$183
	Overflow Protection Device Installation (OPD only)	no charge
	Side Sewer Cleanout installation (to facilitate installation of OPD only; permit not upgradable)	\$25
	Non-Residential Capacity Fee Installment Payment Program Application Fee	\$540
	Residential Capacity Fee Installment Program and Promissory Note Program Application Fee	\$540
(A-2)	Mainline Extensions:	
	Plan Review (Sewer Service):	
	Sewer Service Review (Base fee - up to 3 submittals)	\$3,859
	Restart Application (where design concept previously approved & complies with current Std Specs, up to 3 submittals)	\$1,860
	Each additional hour	\$209
	Manhole only (design & plan review)	\$1,185
	Plan Review (Recycled Water):	
	Recycled Water Review (Base fee - up to 8 hours)	\$3,494
	Each additional hour	\$209
	Recycled Water Connection only (design & plan review)	\$1,402
	Right of Way Document Review:	
	Appurtenant Easements (Base fee - up to 3 hours)	\$669
	Subdivision Map (each)	\$634
	Separate Instrument (Base Fee)	\$809
	Each additional hour	\$223
(A-3)	Private Pumping System Plan Check:	
	System Compatibility Review for Pump (up to 2 hours)	\$446
	Each additional hour	\$223
(A-4)	Special Approvals	\$419
(A-5)	Annexation Fee (per District Code 6.08.030):	
	New Annexations	Actual Expense
	Annexation Recovery Fee	\$676
(A-6)	Reimbursement Accounts:	
	Set-up fee	\$1,492
	Transaction fee	\$207
(A-7)	Special Studies:	
	Base fee - up to 4 hours; plus misc. costs	\$921
	Each additional hour	\$189

**CENTRAL CONTRA COSTA SANITARY DISTRICT
ENVIRONMENTAL AND DEVELOPMENT-RELATED FEES & CHARGES FOR FY 2024-25
(uncodified)**

Fee Category		Amount	
(A) DEVELOPMENT AND PLAN REVIEW (continued)			
(A-8)	Environmental Compliance Reviews:		
	Environmental Compliance Business Review - base fee - up to 4 hours; includes plan review, site inspection and inspection time	\$1,086	
	Each additional hour	\$222	
	Grease Variance Review (includes site visit)	\$469	
	Environmental Compliance Enforcement Review and Inspection	\$588	
(B) CONSTRUCTION INSPECTION			
<p><i>Inspection of new sewer main construction and new sewer and recycled water connections and other related work on private property (includes TV inspection when appropriate).</i></p> <p><i>Hours of operation, including premium and holiday schedules, are available at: www.centrialsan.org/pod/hours-directions</i></p>			
(B-1)	Inspections by type:		
	Mainline base fee	\$1,021	
	Mainline per foot (includes in-line manholes or structures)	\$16.04	
	New Manhole or structure (e.g. recycled water meter)	\$1,144	
	Overflow Protection Device installation (OPD only)	no charge	
	Side Sewer Cleanout installation (to facilitate installation of OPD only)	\$50	
	Side Sewer Installation / Repair per 100 feet:	\$265	
	Single Inspection Charge (e.g. sewer connection encroachment verification; side sewer cap on property; tap and lateral (new or replacement); air test; reinspection; homeowner preconstruction inspection)	\$265	
	Recycled water connection cross-testing	\$700	
	Manhole tap; lateral abandonment at main; pipe bursting; trash enclosure w/o trap; side sewer CIPP repair; outdoor grease trap only	\$530	
	Manhole Alteration; trash enclosure with trap; grease interceptor abandonment	\$795	
	Outside pump installation	\$1,060	
	Grease / Sand / Oil Interceptor	\$1,590	
	(B-2)	Overtime inspection:	
		First Hour (if responding from off-site)	\$153
Weekend/Holiday - 4 hour minimum		\$453	
Each additional hour		\$100	
(B-3)	Inspection of non-permitted work; plus avoided charge(s)	\$1,192	

**CENTRAL CONTRA COSTA SANITARY DISTRICT
ENVIRONMENTAL AND DEVELOPMENT-RELATED FEES & CHARGES FOR FY 2024-25
(uncodified)**

Fee Category	Application of Fee
<p>(B-4) INSPECTION CHARGES FOR NEW CONNECTIONS (Informational Only)</p> <p>Current procedure at the Permit Counter is to collect all connection and inspection fees for new construction when a structure's roof is on and the rough plumbing is installed ("Roof and Rough"). Under the new procedure, a developer can choose to:</p> <ol style="list-style-type: none"> 1. Connect at Roof and Rough, or 2. Connect at building foundation following the procedures outlined in the Standard Specifications. <p>For either scenario, connection fees will be due and payable prior to permit issuance (consistent with District Code). The changes affect Category (B) Construction Inspection as shown below:</p>	
<p>Residential Connections (up to and including four units) at Roof and Rough: This fee is for inspection of new residential units connecting to CCCSD's mainline after the structure's roof is on and the rough plumbing has been installed. This fee includes: one building connection inspection and one side sewer inspection (up to 100 feet). Additional inspections and related fees may be required.</p>	\$530 per unit
<p>Residential Connections (up to and including four units) at building foundation: This fee is for inspection of new residential units connecting to CCCSD's mainline prior to structure being roofed and rough plumbing being installed. This fee includes: one building connection inspection, one side sewer inspection (up to 100 feet), and two additional inspections as required per CCCSD Standard Specifications. Additional inspections and related fees may be required.</p>	\$1,060 per unit
<p>Commercial/Multiple Residential Connections (more than four units) at Roof and Rough: This fee is for inspection of new commercial or multiple residential units connecting to CCCSD's mainline after structure's roof is on and the rough plumbing has been installed. This fee includes: one building connection inspection and one side sewer inspection (up to 100 feet). Additional inspections and related fees may be required.</p>	\$530 per unit
<p>Commercial/Multiple Residential Connections (more than four units) at building foundation: This fee is for inspection of new commercial or multiple residential units connecting to CCCSD's mainline prior to structure being roofed and rough plumbing being installed. This fee includes: one building connection inspection, one side sewer inspection (up to 100 feet), one pre-construction meeting, and two additional inspections as required per CCCSD Standard Specifications. Additional inspections and related fees may be required.</p>	\$1,325 per unit

**CENTRAL CONTRA COSTA SANITARY DISTRICT
ENVIRONMENTAL AND DEVELOPMENT-RELATED FEES & CHARGES FOR FY 2024-25
(uncodified)**

Fee Category		Amount
(C) COLLECTION SYSTEM SERVICES		
<i>TV inspection of sewers conducted separate from a construction inspection activity; verification of sewer location and sewer service connection.</i>		
(C-1)	TV Inspection:	
	Weekday, hourly rate	\$302
	Minimum Charge (2 hour minimum)	\$604
	Overtime - First Hour	\$215
	Overtime - Each Additional Hour	\$169
	Overtime - Weekend / Holiday (4 hour minimum)	\$722
(C-2)	Dye test	\$342
(C-3)	Collection system repair	Actual Expense
(C-4)	Cancelled TV Inspection without prior notice	\$567
(C-5)	Sewer locating and marking	\$342
(D) RIGHT-OF-WAY		
<i>Establishing right-of-way agreements and resolving conflicts.</i>		
(D-1)	Process Quitclaim Deeds	\$1,267
	Process Quitclaim Deed - plat and legal by others	\$807
(D-2)	Process Real Property Agreement, License, or Easement:	
	Base Fee - Up to 4 hours	\$1,255
	Each Additional Hour	\$173
(D-3)	Right-of-way Research / Encroachment Resolution Fee	Actual Expense
(D-4)	Right of Entry / Encroachment Permit Fee	
	Base Fee - Up to 2 hours	\$469
	Each Additional Hour	\$173
(E) MISCELLANEOUS		
<i>District services provided for private sewer projects; interest rates for CCCSD programs; copying fees.</i>		
(E-1)	Engineering - private sewer projects	Actual Expense
(E-2)	Soil evaluation - private sewer projects	Actual Expense
(E-3)	Surveying	Actual Expense
(E-4)	Annual interest rate for CADs, Septic to Sewer, Lateral Replacement, Non-residential Capacity Fee Programs	4.50%
(E-5)	Multiplier to be applied to Alhambra Valley Assessment District (AVAD) 2010-11 Parcel Assessment Amount listed in Ordinance 262-Exhibit B to determine AVAD Reimbursement Fee amounts applicable to connections in FY 2024-25.	1.13916
(E-6)	Multiplier to be applied to St. Mary's Road Contractual Assessment District (CAD) 2011-1 Reimbursement Fees listed in Ordinance 279-Exhibit B. Applicable to connections in FY 2024-25.	1.03714
(E-7)	Returned Check / Insufficient Funds Fee	\$40 plus bank fees
(E-8)	Delinquent / Late Payment Fee	Up to 10% of unpaid amount due plus 1.5% per month on unpaid balance
(E-9)	Document / Plan Copying Fees:	
	8 1/2" x 11"; 8 1/2" x 14"; 11" x 17" (per sheet)	\$0.20
	24" x 36" Plan (per sheet)	\$4.00
	CCCSD Standard Specifications	\$25.00
	CCCSD Standard Specifications (Pocket Guide)	\$5.00

**CENTRAL CONTRA COSTA SANITARY DISTRICT
ENVIRONMENTAL AND DEVELOPMENT-RELATED FEES & CHARGES FOR FY 2024-25
(uncodified)**

Fee Category		Amount
(F) INDUSTRIAL PERMIT FEES		
<i>Permitting and inspection of industries and other commercial dischargers to ensure availability and use of pretreatment processes.</i>		
(F-1)	Class I Fees (Base fee plus cost of District's lab analysis)	Actual Expense
(F-2)	Class II Fees (Base fee plus cost of District's lab analysis)	\$4,168
(F-3)	Class III Fees (Base fee plus cost of District's lab analysis)	no charge
(F-4)	Industrial user permit application fee	no charge
(F-5)	Special discharge permit application fee (*):	
	No on-site inspection, no capacity review	\$385
	On-site inspection	\$953
	Additional charge for capacity review (Required for discharges >50 gpm)	\$270
(G) SEPTAGE DISPOSAL (**)		
<i>Sampling and disposal of septic waste and grease.</i>		
(G-1)	Annual permit fee	\$1,536
(G-2)	Residential septic/toilet waste:	
	< 2,000 gallons	\$40 + \$0.15/gal.
	> 2,000 gallons	\$80 + \$0.15/gal.
(G-3)	Restaurant grease waste:	
	< 2,000 gallons	\$40 + \$0.03/gal.
	> 2,000 gallons	\$80 + \$0.03/gal.
(*) Additional charges to be billed separately if staff time incurred is above that included in the base fee.		
(**) Other approved waste will be charged at the residential septic and portable toilet waste rate unless actual strength characteristics are provided.		
Percent change in septage and restaurant grease fees based on an assumed volume of 2,000 gallons.		