

The purpose of this form is to appeal the estimation of sewer use that was used as the basis for a Fiscal Year 2013/14 Sewer Service Charge and request an adjustment

Property Owner's Name: _____
Parcel Number (if known): _____
Service Address: _____
Mailing Address (if different): _____

Daytime Phone Number: _____
Email Address: _____

In order for the sewer use estimation to be adjusted, you must have both a *Unique or Unusual Water Use* on your parcel *and* your sewer service charge must be *Manifestly Unfair*. Terms in italics are defined in more detail in the City's Sewer Service Charge Adjustment Policy, which is available at the City's offices or online on the City's website at www.losaltosca.gov.

How your 2013-14 sewer service charge was calculated:



The Fiscal Year 2013/14 charges will be based on water use during the "wet season months" of calendar year 2012 and the "Base Charge" applicable to the parcel. Your parcel's actual metered water usage for February, April and December 2012 was used to calculate charges for Fiscal Year 2013/14 because these were the three "wet season months"¹ in Calendar Year 2012. The Fiscal Year 2013/14 charge pays for service provided between July 1, 2013 and June 30, 2014. The charge is collected on the Santa Clara County property tax bill.

The Multi-year water use history MUST be attached to this appeal form for the parcel. This can be obtained by downloading this information at <http://www.calwater.com> or by calling California Water Service at (650) 917-0152.

The City's Appeal Administrator is Harris & Associates. If you have any questions, or need assistance completing this form, please contact Harris & Associates at (866) 427-4304 or via email at taxbillquestions@harris-assoc.com

PLEASE NOTE: When completed and submitted, this form becomes a public record subject to the Public Records Act. Non-disclosable information will be redacted prior to release under the Public Records Act.

The deadline for submitting appeals for 2013/14 is December 31, 2013.

¹ "Wet season months" means the three monthly billing periods of lowest total water consumption by all parcels connected to the City's sewer system.

COMPLETE BOTH SECTIONS I AND II.

SECTION I: Unique or Unusual Water Use.

(Check one and complete the associated subsection)

- ☐ There was a water line leak on my property that was actively leaking during all or part of the water meter read periods for February, April or December of 2012.

On what date was the leak discovered: _____

When was the leak repaired: _____

Describe the leak: _____

Was the leak active during February, April or December of 2012? ☐ Yes ☐ No

Attach a repair receipt, receipt for purchase of plumbing parts, or other evidence that leak occurred and was repaired. Also attach evidence, such as water bills for the three months following the repairs, to show that the leak caused (or could be expected to cause) at least a 30% increase in water use. If the leak was not active in February, April or December of 2012, please attach the water bills, if available, for those months.

- ☐ My property has more than 10,620 square feet of landscaped area or a substantial number of plants on my property are of a variety that require substantially more winter watering than typical plants used in the City.

Estimated square feet of landscaping: _____

Describe nature and type of plants, trees and landscaping:

Describe the schedule on which you watered your landscaping during the meter read periods for February, April or December of 2012 (include an estimate, if possible, of the amount of water used for this purpose):

Describe any unusual water needs of the landscaping:

Attach evidence, such as photographs or a dimensioned site sketch, to document the above information.

- ☐ During the February, April or December of 2012 meter read periods, an unusual condition of the property (other than a water leak) or an unusual activity conducted upon the property (other than landscape maintenance) contributed to water use in a manner that caused the City's estimating technique to substantially overestimate the parcel's sewer use.

Describe the unusual condition or activity (note that the condition or activity must not be typical of parcels in a similar land use class in the City):

Attach evidence supporting this information.

SECTION II: Manifest Unfairness.

(Check One)

- ☐ My sewer service charge for 2013/14 is at least \$587 (threshold for single family residential parcels for FY 2013-14)—contact the City's Administrator for thresholds for other types of parcels).
- ☐ My sewer service charge for 2013/14 is at least 150% of what the charge for my parcel for Fiscal Year 2012/13 would have been using the City's current rate structure and method of sewer use estimation.

Please attach all requested documentation, as well as any other evidence you wish to be considered.

This information provided is accurate to the best of my knowledge.

Signature of Property Owner: _____ **Date:** _____

Please return the completed Sewer Service Charge Adjustment Request form as noted below:

Via mail, send to:

Harris & Associates
Attn: Los Altos Sewer Appeals Administrator
22 Executive Park, Suite 200
Irvine, CA 92614

Via email (PDF submittals are acceptable) to:
taxbillquestions@harris-assoc.com