

CROCKETT SANITARY COMMISSION

Regular Business Meeting
AGENDA FOR WEDNESDAY, July 20, 2022

TIME: 7:00 PM
PLACE: Crockett Community Center, 850 Pomona Street, Crockett

The Crockett Sanitary Commission is an agent of the Crockett Community Services District.

1. CALL TO ORDER – ROLL CALL
2. CALL FOR REQUESTS TO CONSIDER ITEMS OUT OF ORDER
3. PUBLIC COMMENTS ON NON-AGENDA ITEMS:
(The Commission is prohibited from discussing items not on this agenda. Matters brought up that are not on the agenda may be referred to staff for action or calendared for a future date.)
4. PUBLIC HEARING:
5. CONSENT CALENDAR: Consideration of a motion to approve the following item:
(Items are subject to removal from Consent Calendar by request of any Commissioner on request for discussion by a member of the public. Items removed from the Consent Calendar will be considered with the Administrative Items.)
 - a. Approve Minutes of June 15, 2022.
6. ADMINISTRATIVE:
 - a. Consider report on actions taken by the District Board.
 - b. Consider application for vacancy on the Crockett Sanitary Commission.
7. WASTEWATER:
 - a. Status report on enforcement actions.
 - b. Discuss MCC project and form recommendations.
8. BUDGET AND FINANCE:
 - a. Consider Monthly Summary Worksheet and staff report on financial matters.
 - b. Consider Refund Request for appeal of Sewer Use Charge assessed at 200 Meadow Lane, Crockett.
9. REPORT OF DEPARTMENT MANAGER: *(These items are typically for exchange of information only. No action will be taken at this time.)*

- a. Operations, maintenance and capital improvements.
 - b. Governmental matters.
 - c. Announcements and discussion.
10. REPORTS FROM COMMISSIONERS: *(These items are typically for exchange of information only. No action will be taken at this time.)*
- a. Wastewater Committee – Members Manzione and Wais
 - b. Budget & Finance Committee – Members Adams and Trask
 - c. Recycled Water Ad Hoc Committee: Members Manzione and Trask
 - c. Inter-agency meetings.
11. FUTURE AGENDA ITEMS:
Consider lateral inspection fee increase.
Consider procedures for Accessory Dwelling Unit (ADU) applications & inspection fees.
Draft ordinance to raise ADU Capacity Charges.
Smoke testing review.
12. COMMENTS FROM COMMISSIONERS:
13. ADJOURNMENT to August 17, 2022.

You will find the Minutes of this meeting posted on our website at www.town.crockett.ca.us after they are adopted. Visit our website for more information on meetings and activities of the Crockett Community Services District and the towns of Crockett and Port Costa.

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or if you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the General Manager at (510) 787-2992. Notification of at least 48 hours prior to the meeting or time when services are needed will assist District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the Crockett Community Services District Office in Crockett. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda. The office address is 850 Pomona Street, Crockett, California, 94525

Charles (Chuck) Davis, Jr.
464 Alhambra St.
Crockett, Ca. 04525
510-787-2671
cadavisjr@comcast.net

June 17, 2022

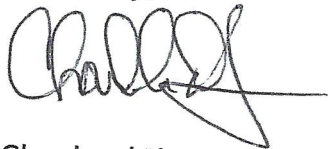
Crockett Sanitary Commission
PO Box 578
Crockett, Ca. 94525

Dear Crockett Sanitary Commission:

I am applying for the vacancy in the Sanitary Commission. I have lived in Crockett for 43 years. I was a member of the Crockett Carquinez Fire Department for 11 years. I retired from the Chevron Fire Department after 39 years. My last 3.5 years were spent training personnel in emergency response and management in Bangladesh.

I understand I am applying past the due date.

Sincerely,



Charles (Chuck) Davis, Jr.
Title

G.B.

CROCKETT SANITARY COMMISSION

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525
 Telephone (510) 787-2992
 e-mail: manager@town.crockett.ca.us
 website: www.town.crockett.ca.us

MONTHLY SUMMARY WORKSHEET

PREPARED FOR BOARD MTG:	7-27-22	LATEST FUND REPORT:	6-13-22
-----		-----	
OPERATING FUND 3426		CONSTRUCTION FUND 3427	
-----		-----	
CASH CARRIED FORWARD:	\$975,346.41	CASH CARRIED FORWARD:	\$62,435.28
ACTIVITY:		No Activity	
Warrants (6706-6724)	\$ (74,547.11)		
Prmts 22-21	\$ 60.00		
-----		-----	
CASH BALANCE:	\$900,859.30	CASH BALANCE:	\$62,435.28
-----		-----	
ADV ON TAXES:	\$ 66,100.39	INVESTED BEGIN BAL.:	\$904,388.43
060 Prop tax Beginning	\$ 61,982.50	No Activity	
No Activity			
Ending Balance	\$ 61,982.50		
160 Adv Supp Prop tax	\$4,117.89		
Ending Balance	\$4,117.89		
-----		-----	
INVESTED BEG. BALANCE:	\$2,786,349.18	CAPITAL RESERVE FUND 3429	
No Activity		-----	
Ending Balance:	\$2,786,349.18	CASH CARRIED FORWARD:	\$256.00
-----		No Activity	
FUND 3426 BALANCE:	\$3,753,308.87	-----	
TAXES held in 3240:	\$239,687.52	CASH BALANCE:	\$256.00
CO.charges in 3240:	\$0.00	-----	
-----		INVESTED BEGIN BAL.:	\$71,604.68
ACCRUED DEBT OWED TO CVSAN:		No Activity	
PCSAN DEPT.	\$339,659.68	-----	
-----		INVESTED BALANCE:	\$71,604.68

		FUND 3429 BALANCE:	\$71,860.68

		CONTRACTOR BONDS ON FILE:	

		38 contractors	\$39,500.00
		*update to 38 or more	

Commissioners: Howard Adams, Mark Manzione, D'Arcy Trask, Mary Wais

B. A.

CROCKETT SANITARY DEPARTMENT

of the Crockett Community Services District

P.O. Box 578 - Crockett, CA 94525
Telephone (510) 787-2992
e-mail: engineer@town.crockett.ca.us
website: www.town.crockett.ca.us

TO: CVSAN Commissioners
FROM: Gaunt Murdock,
SUBJECT: Consideration of ADU charge status for recommendation to the Board
DATE: 7/15/22

The case of 200 Meadow Lane:

Present on the property at 200 Meadow Lane are 2 buildings, currently each is charged as an SFR. The owner has asked to not be charged for Sewer Use Charge on the second building. The SFR on this parcel was transferred there as a result of eminent domain of previous location when new bridge offramp was built.

Staff opinion on 200 Meadow Lane:

The building in question is a separate building, not contained within the structure of another SFR. Therefore it is not a JADU, hence not exempt from SUC charges. The structure fits the definition of an ADU found in Ord. 20-2, and therefore should be charged at the apartment rate as is an ADU.

The case of 404 Edwards:

404 Edwards is currently charged with a duplex. It consists of a kitchen, bathroom, bedroom, and auxiliary room. It is not separated from the rest of the house by any door. Owner points out it is not a separate apartment, but part of the SFR. It is not rented out. This has been verified by the County Tax Assessors office.

Staff opinion on 404 Edwards:

This property is not a JADU, because it is over 500 sq ft. However, It is not an separate apartment or any other kind of individual domicile due to lack of separation from the remaining body of the house. It is currently used as an SFR. It is noteworthy that it does not lack plumbing fixtures, and is therefore by District Code not eligible for any vacancy refund.

8.b.

Relevant code for change of SUC status request

Definition of ADU

"Accessory dwelling unit" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.

From the District Resolution establishing the SUC (Ord. 20-2):

2A-1d. Accessory Dwelling Unit

The term "accessory dwelling unit" or ADU shall herein refer to any residential unit located on the same lot as an existing single family home, where the total floor area does not exceed 1,200 square feet, where the increased floor area does not exceed 50 percent of the living area of the single family home, and which includes all of the amenities found in a primary dwelling: a kitchen, bathroom, sleeping area, and storage. It shall not refer to a "junior accessory dwelling unit" or JADU.

Each accessory dwelling unit shall pay a flat charge per year in the amount set forth in Exhibit "A" for a single accessory dwelling unit.

JADU-a category exempt from SUC

*JADU is the **only** designation of ADU that is exempt from SUC. (advice from counsel):*

"Junior accessory dwelling unit" means a unit that is no more than 500 square feet in size and contained entirely within a single-family residence. A junior accessory dwelling unit may include separate sanitation facilities, or may share sanitation facilities with the existing structure. *(From 65852.22, statute defining JADU)*

Also:

Require a permitted junior accessory dwelling to include a separate entrance from the main entrance to the proposed or existing single-family residence.

e.1.A A category with some limited exemptions:

E.1.A exceptions: If an ADU meets the conditions below, it is exempt from some charges and restrictions (but not the SUC):

(e) (1) Notwithstanding subdivisions (a) to (d), inclusive, a local agency shall ministerially approve an application for a building permit within a residential or mixed-use zone to create any of the following:

(A) One accessory dwelling unit and one junior accessory dwelling unit per lot with a proposed or existing single-family dwelling if all of the following apply:

(i) The accessory dwelling unit or junior accessory dwelling unit is within the proposed space of a single-family dwelling or existing space of a single-family dwelling or accessory structure and may include an expansion of not more than 150 square feet beyond the same physical dimensions as the existing accessory structure. An expansion beyond the physical dimensions of the existing accessory structure shall be limited to accommodating ingress and egress.

(ii) The space has exterior access from the proposed or existing single-family dwelling.

(iii) The side and rear setbacks are sufficient for fire and safety.

(iv) The junior accessory dwelling unit complies with the requirements of Section 65852.22.

If it does not meet the exemptions criteria above, then it may be required to have a separate lateral, and to pay capacity fee.

(5) For an accessory dwelling unit that is not described in subparagraph (A) of paragraph (1) of subdivision (e), a local agency, special district, or water corporation may require a new or separate utility connection directly between the accessory dwelling unit and the utility. Consistent with Section 66013, the connection may be subject to a connection fee or capacity charge (*From 65852.2*)

Refund for Reason of Vacancy:

From the District Code:

Section 6.24.060 Vacancy. No credit, adjustment or refund of any kind shall be made upon evidence that the premises or any part thereof are vacant unless found to be uninhabitable by reason of lack of plumbing fixtures for either a kitchen or a bathroom.

County Recognition of SFR Status

I'm writing on behalf of Brian and Janet Montgomery regarding their property at 404 Edwards St. in Crockett. Per the Assessor's Office record, this property's Use Code was changed from 21-1 (duplex) to 11-1 (SFR) on 11/21/2006 and it is still on our record as an SFR. Please feel free to call me at the number listed below if you have any further questions.

Best,

Francesca Enea

Certified Appraiser

Contra Costa County Assessor's Office

2530 Arnold Drive, Suite 400, Martinez, CA 94553-4395

Phone: (925) 313-7590 Fax: (925) 313-7660

E-mail: Francesca.Enea@assr.cccounty.us

www.cccounty.us/assessor