



*Protecting tomorrow's water resources by treating today's wastewater through innovation and superior level of service.*

## COMMERCIAL CONNECTION GUIDELINE



### PURPOSE

The Selma-Kingsburg-Fowler County Sanitation District provides sewer services to the communities of Selma, Kingsburg, and Fowler. The purpose of the commercial connection guideline is to determine the best way for the District to provide sewer service to commercial projects within the District service area. This process is applicable to all general commercial businesses.

### FEES

There is a plan check and inspection fee, an annexation fee (if applicable), and a capacity charge paid to the District as part of the process to connect to the District sewer system. These fees can be found on the current fee schedule for the District.

The Developer must contact the City in which the project is located in order to pay the separate City sewer connection fee and to determine if there are applicable reimbursement fees to be paid to the City.

District plan check, inspection fee and capacity charges must be paid at the time the District issues a sewer connection permit. District fees and charges are subject to change and must be paid at the rates in effect at the time the sewer connection permit is issued by the District. The capacity charge and applicable fees must be paid prior to the physical connection of any parcel to the collection system and prior to the issuance of a City building permit.

### CONNECTION PROCESS

1. The process begins by the Developer submitting a completed Commercial Connection Application to the District Engineering Department.
2. Based on the submitted information, the District determines if the project is within the District or contiguous to the District boundary and how it can best serve the project. All projects must annex into both the District and City service areas. If annexation or collection system upgrades are required, skip to Step No. 4.
3. To receive a connection permit, the Developer submits plumbing and floor plans for review and pays the plan check, inspection, and annexation fees (as applicable), and capacity charges to the District. The Developer may then construct project.
4. The District holds a pre-development project meeting with the Developer to determine if the project is within the District and City boundaries and if there is sufficient capacity in the collection system and treatment capacity at the wastewater treatment plant to support the project.
5. The District also determines if the business is classified as an Industrial User under the District's Industrial Pretreatment Program. If the business is classified as an Industrial User, the application may be moved to the Industrial Permit process. See Industrial Connection Guidelines.
6. If there is insufficient capacity in the collection system, the District determines any onsite or offsite sewer improvements. Any required collection system improvements are the responsibility of the Developer.
7. If there is sufficient collection system capacity, or if the Developer agrees to the District-determined collection system improvements, a conditional "Will Serve" letter will be issued to the applicant as requested by the City.

8. The annexation process to the District and City may be started by the Developer after agreeing to service upgrades to the collection system.
9. Once the onsite and/or offsite sewer improvement plans are signed off by the District and annexation fees for the entire project are paid to the District, the Developer finalizes the annexation process through the Fresno County Local Agency Formation Commission (LAFCO) and constructs the required improvements. The District inspects and accepts improvements as complete. Go back to Step No. 3 to receive the final connection permit.

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