



## City of Mt. Shasta

# Wastewater Adjustment Request Form

### General Guidelines

The wastewater charges for non-residential customers are based on 90 percent of monthly water use and the comparison of that water use to an equivalent dwelling unit (EDU).

One EDU equals 175 gallons per day of wastewater flow, which is the estimated flow from a typical single-family household.

Water used for landscaping is not discharged into the City's wastewater system.

Non-residential customers with substantial landscaping improvements, exceeding 2,000 square feet in total area, can request a review of their landscaping square footage in order to potentially adjust their wastewater charges.

### Wastewater Adjustment Guidelines

Non-residential customers with landscaping improvements greater than 2,000 square feet can request a wastewater adjustment by completing and submitting a Wastewater Adjustment Form.

The Wastewater Adjustment Form must be submitted on an annual basis and adjustments are available only for the water use in the months of May through September (June through October bills).

The Wastewater Adjustment Form may take up to a month to process and all adjustments will apply to future months. There are no retroactive adjustments.

City staff will verify the square footage of the landscape area and determine the number of gallons of water it would typically take to irrigate the landscaped area.

The Wastewater Adjustment Request Form will be reviewed and a final adjustment decision made by the City of Mt. Shasta Utility Adjustment Committee, which consists of the Public Works Director, Public Works Supervisor, and the Finance Director.

**Customer Information**

Account Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
Service Address: \_\_\_\_\_ Phone #: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Email Address: \_\_\_\_\_ Account #: \_\_\_\_\_

**Landscape Information**

Square Feet of Landscaping: \_\_\_\_\_

If you submitted an adjustment request last year and there have been no changes to your landscaping please check this box .

Please provide a map of the landscape area you would like reviewed. If you submitted a map last year and you checked the box above you do not need to submit a new map.

**Signature and Date**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail or hand deliver this form to 305 N. Mt Shasta Boulevard, Mt. Shasta, CA 96067 or fax it to (530) 926-7521. If you have questions please call (530) 926-7510.

**Office Use Only**

Comcate Case #: \_\_\_\_\_ Employee Name: \_\_\_\_\_

Public Works Employee Verification: \_\_\_\_\_ Meter#: \_\_\_\_\_