



March 2, 2015

Subject: Mandatory Plumbing Retrofit Upon Change of Ownership

To Whom It May Concern:

On February 8, 2005 the Arroyo Grande City Council adopted an ordinance implementing a mandatory plumbing retrofit program upon the change of ownership of any real property. The ordinance became effective March 8, 2005. The seller must retrofit the property's plumbing fixtures to meet the criteria of low-water use. The seller may do this themselves or they can request a retrofit through the City's existing plumbing retrofit program.

Attached you will find a copy of the adopted ordinance as well as a Water Conservation Certificate for your convenience. By following the steps below you can meet the requirements set forth in the new ordinance.

- Step 1: Owner or owner's representative arranges to perform the retrofit if necessary, complete the upper portion "Water Conservation Certificate", sign and date. Forward the certificate to the Public Works Department at 1375 Ash Street.
- Step 2: City staff will process the certificate, or if necessary, arrange for an inspection of the property to verify that the retrofit has been complete.
- Step 3: The original certificate is kept on file at the Public Works Department office. City staff will mail, fax, or e-mail a copy of the completed Water Conservation Certificate to the owner and/or the owner's representative.

In general homes built prior to 1985 were constructed with 5 – 6 gallon per flush toilets and qualify for the City's free retrofit program. Homes built between 1985 and 1992 were generally built with 3.5 gallon per flush toilets and also qualify for the City's free retrofit program. All homes built after 1992 should have 1.6 gallon per flush low-flow toilets and do not need to be retrofitted.

For those property owners wishing to perform the retrofitting through the City's plumbing retrofit program, please call the Public Works Department at 473-5460 to obtain a request form, or for any other questions.

We would like to thank you, in advance, for your help in conserving our water resources. With your help, we can address the long-range goal of reducing water consumption throughout the City.



City of Arroyo Grande Public Works Department
Water Conservation Certificate

Assessors Parcel Number: _____ - _____ - _____

Property Address _____

I, _____ Owner/Buyer/Agent of the
(Print Name) (Circle One)

Address listed above, hereby agree that the property is in compliance with the City of Arroyo Grande's Retrofit Ordinance.

I Declare, under penalty of perjury, that the information stated above is true and correct, to the best of my knowledge.

Signature: _____ Date: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Fax Number: _____

If you would like a copy of the Water Conservation Certificate faxed to your real estate agent, please provide the following information:

Real estate agent _____ Phone # _____ Fax # _____

Public Works use only

This certificate has been verified by one of the following:

- Owner Verification (Subject to inspection)
- Contractor Verification
- City Inspection (Conducted by: _____)
- Building Plans
- Approved Exemption (Attach copies of request and approval)

Date of Retrofit: _____ Total # of Toilets: _____

Offset Project: _____ Contractor: _____ Credit: _____

Contr. Ph. #: _____ Comments: _____

City Approved Signature: _____ Validation Date: _____