



City of Thousand Oaks – Public Works Department

Hardship Waiver Application Water Conservation Ordinance Requirements

Application Fee (\$125):

GM: 611-0000-486.00-00

Project No.: WTWAIV

Receipt No.:

or Project No.: _____

Applicant Information:

Name:

Address:

Daytime phone number:

Email address:

City water account number:

I have attached my non-refundable application fee of \$125 and I am requesting a hardship waiver of the following requirement(s):

Permanent Conservation Requirements:

- ☐ Limit on watering hours
- ☐ Limit on watering duration
- ☐ Prohibition on washing down hard or paved surfaces

Level 1 or 2 Conservation Requirements:

- ☐ Limit on water days
- ☐ Other (please describe on an attached sheet):

I am requesting a hardship waiver for the following reasons (please attach supporting documents such as photographs, maps, drawings and additional information as necessary):

Please specifically explain how, because of special circumstances applicable to your property or its use, the water conservation regulations in Section 10-2.1109 of the Municipal Code will cause a disproportionate impact to your property or the use of your property that exceeds the impacts to residents and businesses generally (attach additional sheets).

Please explain the water conservation measures you have already implemented to reduce your water usage. Attach pictures or receipts if available to document these measures.

For City use only:

- ☐ Waiver granted
- ☐ Waiver will not be granted

Comments:

Jay T. Spurgin
Public Works Director

The application fee of \$125 should be made out to the "City of Thousand Oaks". Send application and check to John Brooks, City of Thousand Oaks, 2100 E. Thousand Oaks Blvd, Thousand Oaks, CA 91362

Sec. 10-2.1109 Hardship Waiver

(a) Undue and Disproportionate Hardship: If, due to unique circumstances, a specific requirement of this chapter would result in undue hardship to a person using water or to property upon which water is used, that is disproportionate to the impacts to water users generally or to similar property or classes of water users, then the person may apply for a waiver to the requirements as provided in this section.

(b) Written Finding: The waiver may be granted or conditionally granted only upon a written finding of the existence of facts demonstrating an undue hardship to a person using water or to property upon which water is used, that is disproportionate to the impacts to water users generally or to similar property or classes of water use due to specific and unique circumstances of the user or the user's property.

(1) Application: Application for a waiver must be on a form prescribed by the City and accompanied by a non-refundable processing fee in an amount set by City Council resolution.

(2) Supporting Documentation: The application should include photographs, maps, drawings, and other information, including a written statement of the applicant describing the water conservation measures already implemented.

(3) Required Findings for Waiver: An application for a waiver will be denied unless the City finds, based on the information provided in the application, supporting documents, or such additional information as may be requested, and on water use information for the property as shown by water use records, all of the following:

(i) That the waiver does not constitute a grant of special privilege inconsistent with the limitations upon other residents and businesses;

(ii) That because of special circumstances applicable to the property or its use, the strict application of this chapter would have a disproportionate impact on the property or use that exceeds the impacts to residents and businesses generally;

(iii) That the authorizing of such waiver will not be of substantial detriment to adjacent properties, and will not materially affect the ability of the City to effectuate the purpose of this chapter and will not be detrimental to the public interest; and

(4) Approval Authority: The Public Works Director must act upon any completed application no later than fourteen (14) days after submittal and may approve, conditionally approve, or deny the waiver. The applicant requesting the waiver must be promptly notified in writing of any action taken. Unless specified otherwise at the time a waiver is approved, the waiver will apply to the subject property during the period of the mandatory water supply shortage condition.