

SPRINGFIELD UTILITY BOARD

General Manager's Office

MEMORANDUM

DATE: September 21, 2018

TO: Sandy Belson, City of Springfield

FROM: Jeff Nelson

SUBJECT: Accessory Dwelling Units

Springfield Utility Board has completed its process regarding review of utility services related to Accessory Dwelling Units. The process included consideration of public input and discussions with the City. The SUB Board appreciated your presentation at the regular Board meeting in July and gave thoughtful direction to SUB staff as they considered different options. Thank you for your work on this project. At the conclusion the Board's discussion, SUB staff had direction regarding practices and policy interpretation. These are summarized below:

Management Practice: After a determination of the Water Director, an existing service line for a single tax lot that is connected to a water main that is not in proximity to the property may be tapped. The Water director would determine if the existing water service line is sufficient to meet SUB's standard of service for two services. The tap would be before the water meter and the additional service would have a separate water meter. The purpose of this refinement in management practice is to potentially remove the cost of cutting the street to tap the water main associated with a tax lot with an existing service. The Board supported this management practice.

Policy Interpretation: Staff reviewed the System Development Charge methodology and concluded that an additional dwelling on the same tax lot places a subset of system impacts in accordance with the Board's existing System Development Charge methodology. SUB would charge a subset of applicable SDCs for an additional service on the same tax lot. The Board concurred with the interpretation of Board Policy.

Other items that the Board discussed over a number of months included the possibility of a system development charge waiver and the ability to have an ADU served by the primary meter. The Board determined that the practice and policy interpretation significantly enhanced affordability of ADU's and that further action at this time was not needed due to operational and other impacts.