



Eastern Idaho Regional Sewer District

[date]

[Owner's name and address]

RE: "Commitment to Serve" Letter from Eastern Idaho Regional Sewer District

Dear [Owner's name]:

This "Commitment to Serve" letter is provided from the Eastern Idaho Regional Sewer District (EIRSD) for the following development (or subdivision):

Owner's Name, Mailing Address, Email, and Phone Number	
Applicant's Name, Mailing Address, Email, and Phone Number, <i>if different than Owner</i>	
Physical Address of Property	
Development Name and Phase(s)	
Number of Equivalent Residential Units (ERUs)	



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This Commitment to Serve letter is contingent on compliance with all provisions, which will be then existing at the time when EIRSD begins providing service to the referenced property, of EIRSD's Sewer Ordinance, Bylaws and Policy Manual (including the Exhibit C "EIRSD Service Policy" attached to this letter), Design and Standards Manual, and the following additional provisions.

1. EIRSD acknowledges your proposed development, as referenced, is located within EIRSD's service area boundary, and therefore, EIRSD commits to providing wastewater treatment service for your proposed development subject to availability of capacity. However, connections and subsequent treatment of effluent are not immediately available due to limited capacity to serve additional equivalent residential units (ERUs) in the current Oxbow Water Reclamation Facility (WRF). WRF upgrade projects are underway, and upon successful completion, capacity for additional ERUs should be available.
2. EIRSD makes no guarantee as to the completion date of the upgrade projects and the timing or amount of additional ERUs that will be made available. Current estimates are that projects should be completed in 2025 and additional upgrades in 2027. Updated estimates of project schedules and ERU availability may be obtained by contacting EIRSD.
3. This Commitment to Serve letter shall:
 - a. Advise the project's jurisdictional entity that when ERUs are available, the project can be served; and
 - b. Allow the Idaho Department of Environmental Quality (DEQ) to perform a review of your project; and
 - c. Allow the planning and construction processes to move forward, at your own risk, recognizing the WRF upgrade projects are not complete.
4. For DEQ and the Health Districts to provide final approval of the proposed development and remove the sanitary sewer restrictions required to sign a Final Plat, you must also receive a "Will-Serve" letter from EIRSD.



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5. EIRSD will only issue a Will-Serve letter when WRF upgrades are complete such that ERUs are available to serve your proposed development. A Will-Serve letter will not be automatically generated for you because you have received this Commitment to Serve letter. You will need to make a separate request for a Will Serve letter once the upgrades necessary to provide service to your development are complete.
6. Additional ERUs beyond those identified in this letter will require a separate Commitment to Serve letter approved by the EIRSD board.
7. This Commitment to Serve letter is limited to wastewater conveyance through EIRSD's interceptors and treatment. EIRSD does not own and/or maintain collection sewers. Collection sewers discharging to EIRSD, including service connections, must be owned and maintained by a municipality, the property owner (at EIRSD's sole discretion), or a separate sewer district. Ownership and maintenance by a homeowners association or other non-sewer district entity is not acceptable. Construction, ownership, management, operation, and maintenance of the collection system shall be in compliance with all EIRSD adopted ordinances, policies, specifications, and standards.

Signed by:

Scott Barry (EIRSD District Manager)

Date

Cc: Allan Johnson, DEQ-PRO, Allan.Johnson@deq.idaho.gov
Carlin Feisthamel, DEQ-IFRO, Carlin.Feisthamel@deq.idaho.gov
Ken Keller, Environmental Health Director, SIPH, kkeller@siph.id.gov
Kellye Johnson, Environmental Health Administrator, EIPH, kjohnson@eiph.idaho.gov
Micah Austin, City Administrator, City of Ammon, maustin@cityofammon.us
Cindy Donovan, P&Z Director, City of Ammon, cdonovan@cityofammon.us
Tracy Bono, Public Works Director & City Engr, City of Ammon, tbono@cityofammon.us
Tiffany Olsen, Director, Bingham Co Planning and Dev., tolsen@co.bingham.id.us
Austin Black, Bonneville County, ablack@co.bonneville.id.us
Jordon Johnson, Building Inspector, City of Shelley, jordonj@cityofshelley.org



Eastern Idaho Regional Sewer District

Alan Giesbrecht, P.E., J-U-B Engineers, asg@jub.com

Attachments:

- Exhibit C - EIRSD Service Policy



Exhibit C – EIRSD Service Policy

Eastern Idaho Regional Sewer District

The following represents Eastern Idaho Regional Sewer District’s (EIRSD) policy regarding the commitment of service to Future Customers (i.e., users or owners of connections to EIRSD’s collection and treatment systems). The attached flowchart (see [Attachment 1](#) titled, “Overview of EIRSD Service Policy”) summarizes the process and steps involved in obtaining service from EIRSD. Related policies are stated below.

1. Location of Parcel

- 1.1. A parcel not located within EIRSD’s current boundaries and desiring to receive service from EIRSD shall complete EIRSD’s annexation process as outlined in EIRSD’s Annexation Procedure document.
- 1.2. All EIRSD fees for parcels within City service areas shall be paid directly to the applicable City Building Department. EIRSD fees for parcels outside City service areas shall be paid directly to EIRSD.

2. Commitment to Serve Letters

- 2.1. New developments desiring to proceed with design review by the Idaho Department of Environmental Quality and construction prior to receiving a Will-Serve letter may request a Commitment to Serve letter from EIRSD.
 - 2.1.1. Approval by the EIRSD Board is required prior to issuance of a Commitment to Serve letter.
- 2.2. All provisions of the Commitment to Serve letter shall apply.

3. Will-Serve Letters

- 3.1. For an individual lot (3 ERUs or less) located within the service areas of the City of Ammon or the City of Shelley or other sewer districts, the Future Customer shall apply for a Will-Serve letter from that entity. For all other individual lots, the Future Customer shall apply for a Will-Serve letter from EIRSD. Payment of EIRSD’s capital replacement fee is required before issuance of any Will-Serve letters.
- 3.2. For all subdivisions, including those within City service areas, the Future Customer shall request a Will-Serve letter from the EIRSD District Manager.
 - 3.2.1. Approval by the EIRSD Board is required prior to issuance of a Will-Serve letter. The letter will not be issued if capacity is not currently available to serve the lots.
 - 3.2.2. Payment of EIRSD’s capital replacement fees for all lots is required prior to issuance of a Will-Serve letter and prior to EIRSD signing the final plat.
- 3.3. All provisions of the Will Serve letter shall apply.

4. Previously Issued Will-Serve Letters and ERU Certificates

4.1. Regarding Future Customers that were issued a Will-Serve letter or ERU Certificate from EIRSD prior to the date of this policy, each of the following provisions shall apply:

- 4.1.1. All limitations in the originally issued Will-Serve letter or ERU Certificate from EIRSD shall continue to apply, including but not limited to expiration dates.
- 4.1.2. The possession of a previously issued Will-Serve letter shall not approve or guarantee the right to a sewer connection or sewer service. Sewer connection and service from EIRSD will be provided on a “first come, first served” basis.
- 4.1.3. Future Customers holding previously issued Will-Serve letters shall pay EIRSD’s capital replacement fee and any applicable inspection fee prior to connection.

Attachments:

1. Flowchart titled, “Overview of EIRSD Service Policy”

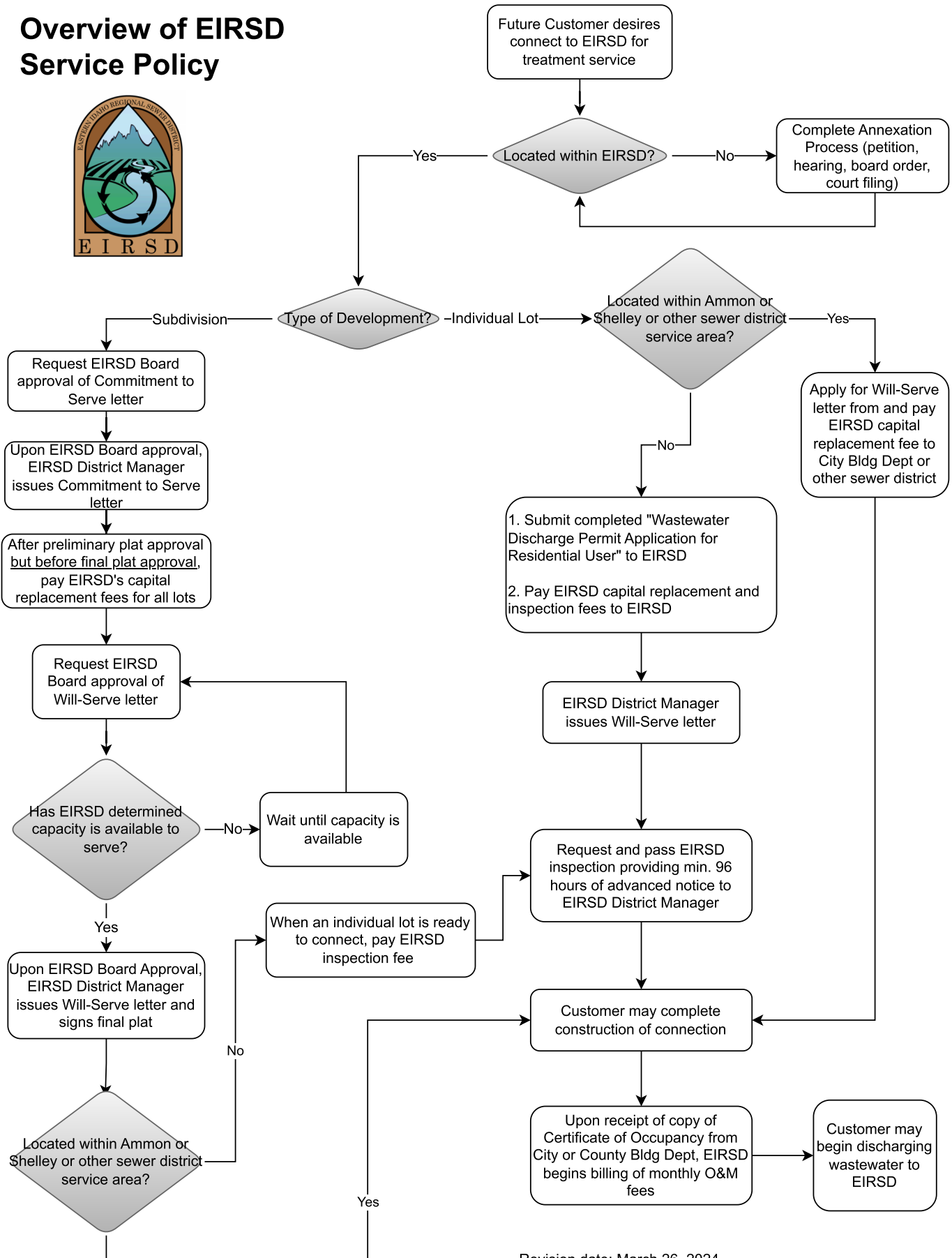
Approved by the EIRSD Board on March 26, 2024.

Signed by:

A handwritten signature in cursive script, appearing to read "Brian Powell", written over a horizontal line.

Brian Powell (EIRSD Board Chairman)

Overview of EIRSD Service Policy



Revision date: March 26, 2024