



Eastern Idaho Regional Sewer District

[date]

[Owner's name and address]

RE: "Will-Serve" Letter from Eastern Idaho Regional Sewer District

Dear [Owner's name]:

This "Will-Serve" letter is provided from the Eastern Idaho Regional Sewer District (EIRSD) for the following:

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/Subdivision Name and Phase(s), <i>if applicable</i>	
Number of Equivalent Residential Units (ERUs)	



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This Will-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 confirms that its sewer interceptors and Oxbow Water Reclamation Facility (WRF) have capacity to provide wastewater conveyance and treatment service for your property or development up to the referenced number of ERUs.
2. Except to the extent set forth, the issuance of this Will-Serve letter shall not create any liability, or responsibility to EIRSD, or constitute any property right or any other right, to the party to whom the Will-Serve is issued, to any other third party, to any beneficiary of Current or Future Customer, or to any other person or entity on behalf of EIRSD.
3. This Will-Serve letter shall expire three (3) years from the date of the letter. For any connections that have not been completed by the expiration date, the applicant must request reissuance of the Will-Serve letter. Review of reissuance requests may require up to forty-five (45) days, and the issuance of a prior Will-Serve letter in no way shall be a guarantee of a future or reissued Will-Serve letter.
4. Future phases of the project, additional connections, or changes from the original request shall require submittal of a new Will-Serve letter request prior to any construction.
5. This Will-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.



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6. For all lots within City service areas that connect to City-owned collection systems, a separate Will-Serve letter from the applicable City will be required for collection service.
7. Payment for all ERU's will be due 30 calendar days after the date that the EIRSD Board approves granting the Will-Serve request. After EIRSD has received payment, EIRSD will prepare a certificate for each ERU approved by the Board. The Owner or the Owner's designated representative may pick up the certificate(s) at the EIRSD office after 7 calendar days.

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
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Austin Black, Bonneville County, ablack@co.bonneville.id.us
Jordon Johnson, Building Inspector, City of Shelley, jordonj@cityofshelley.org
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", is written over a solid horizontal line.

Brian Powell (EIRSD Board Chairman)

Overview of EIRSD Service Policy

