

# REQUEST FOR REFUSE AND SPECIAL SANITATION CREDIT ON MULTIPLE METERED RESIDENCES OR BUSINESSES

SERVICE ADDRESS OF PRIMARY METER <u>1148 Chelsea Ave</u>		UTILITY ACCOUNT NO. (AS LISTED ON BILL) <u>13-03520-1</u>	
SERVICE ADDRESS OF SECOND METER		UTILITY ACCOUNT NO. (AS LISTED ON BILL)	
EXACT LOCATION OF SECOND METER (Side of House, Garage, etc.)			
NAME <u>Chelsea Condo's Phase II</u>			
ADDRESS <u>09615 Adams Ridge Rd</u>			
CITY <u>Danvers</u>	STATE <u>Okla</u>	ZIP <u>43512</u>	PHONE <u>919-497-4805</u>
ARE YOU THE PROPERTY OWNER YES - <input checked="" type="checkbox"/> NO - <input type="checkbox"/>		PROPERTY CLASSIFICATION RESIDENTIAL - <input type="checkbox"/> BUSINESS - <input checked="" type="checkbox"/>	
IF RESIDENTIAL, IS THIS A SINGLE FAMILY UNIT YES - <input type="checkbox"/> NO - <input checked="" type="checkbox"/> IF NO, LIST NO. OF UNITS _____		IF BUSINESS, IS THIS A SINGLE BUSINESS, ONE LOCATION YES - <input checked="" type="checkbox"/> NO - <input type="checkbox"/> IF NO, LIST NO. OF UNITS _____	
WAS THIS EVER A MULTI-FAMILY DWELLING YES - <input type="checkbox"/> NO - <input checked="" type="checkbox"/> IF YES, LAST DATE _____		WAS THIS EVER A MULTI-BUSINESS LOCATION YES - <input type="checkbox"/> NO - <input checked="" type="checkbox"/> IF YES, LAST DATE _____	
PROVIDE DETAILED EXPLANATION FOR REQUESTED CREDIT: <u>This is a Meter + Irrigation Room for the Condo's</u>			
I Hereby Certify The information Listed Above is True And Correct To The Best Of My Knowledge:			
<u>David R Kahle</u>		<u>7-8-05</u>	
OWNER SIGNATURE		DATE	
<b>FOR BUILDING INSPECTION ONLY:</b>			
Is Location Listed Correct: YES - <input checked="" type="checkbox"/> NO - <input type="checkbox"/>			
Is Unit Single Family and/or Single Business: YES - <input checked="" type="checkbox"/> NO - <input type="checkbox"/>			
Should Meter Credit Request Be Approved: YES - <input checked="" type="checkbox"/> NO - <input type="checkbox"/>			
LIST REASONS:			
I Hereby Certify The information Listed Above is Correct.			
<u>Sam Johnson</u>		<u>07-08-05</u>	
BUILDING INSPECTOR		DATE	
CITY MANAGER APPROVAL: YES - <input checked="" type="checkbox"/> NO - <input type="checkbox"/>			
<u>P. L. Bishop</u>		<u>19 Jul 05</u>	
CITY MANAGER		DATE	
DATED FILED WITH FINANCE DIRECTOR			
/ /		/ /	
DATE		INITIALS	

# **MULTIPLE METERED SERVICE CREDIT POLICY FOR BAG REFUSE AND SPECIAL SANITATION SERVICE CHARGES**

## **PREFACE:**

Ordinance 28-95 established the current Waste Collection Service for the City of Napoleon. Section 13 and Section 17 establishes the rates for Bag Refuse Charges and Special Sanitation Services Charged to each customer or residential establishment utilizing the City's waste collection system. Previous and current practice applies those refuse and service charges to each Service Address with an Electric Meter if located in the City Limits of Napoleon. Some of these locations have multiple Electric Meters.

## **PURPOSE:**

The purpose of this Policy is to establish an application and credit procedure under Ordinance 28-95 for individual residents paying Bag Refuse Charges and Special Sanitation Service Charges on a multiple metered Single Family Residential Property or Single Business at One Location.

## **PROCEDURE:**

- City Residents and/or Businesses may apply for credit on Bag Refuse Charges and Special Sanitation Service Charges on multiple metered locations.
  
- Qualifications to receive credit:
  - Applicant must be Property Owner.
  - Written Application must be made to the City on form provided.
  - Application Form will include the following:
    - Service Address of Meter.
    - Name, Address, Phone Number of Property Owner.
    - Statistical and General Questions on Meter use.
    - Detailed explanation for the Requested Credit.
    - Signed Certification by Owner on correctness of information.
  - Copy of Application will be forwarded to Building Inspection Department who will determine the following:
    - Location of meters requested for said credit.
    - Single Residency status on the location.
    - The use of the meter at the location.
    - Certified by Building Inspection and forwarded to the City Manager.
  - City Manager will Sign his/her approval and forward on to Finance Director.
  - Finance Director will notify Applicant of the Approval and/or Denial.
  - If Approved, Credit will be applied to next Regular Billing Cycle after the Date of Approval.
  
- Applicants NOT APPROVED may Appeal to the Water, Sewer, Sanitation, Refuse Committee of Council. Council may forward to Board of Public Affairs.