

Granby Sanitation District

Policy Clarifying SFE Re-Assessment

Purpose: This policy establishes the Granby Sanitation District's framework for the assignment, retention, and reassessment of Single-Family Equivalent (SFE) ratings for existing residential and commercial properties connected to the District's wastewater system.

Scope: This policy applies to all current and future customers of the Granby Sanitation District, including but not limited to residential, commercial, industrial, mixed-use, and institutional properties that are connected, or proposed to be connected, to the District's wastewater collection and treatment system.

(1) Existing SFE Ratings

- a. All structures, units, and uses that were lawfully established and in compliance with the District's Rules and Regulations shall retain their existing, previously assigned SFE rating until a qualifying event described in Section 2 occurs.

(2) Conditions Requiring SFE Reassessment

- a. **Change of Use:** Any modification to the type, intensity, or character of the property's use that results in a different wastewater generation profile.
- b. **Change in Business Occupancy:** Any modification to the business occupancy of a commercial unit.
- c. **Additions or Remodels:** Any physical expansion or construction increasing square footage, quantity of bedrooms, bathrooms, appliances, fixtures, or wastewater generation potential.
- d. **Change in Ownership:** Upon transfer of ownership, the District may review the property under its current Rules and Regulations to verify that the assigned SFE rating is accurate and compliant.
- e. **Upon Board Discretion:** At the direction of the Board of Directors, the District may require review or reassessment of an SFE rating whenever the Board determines, in its sole discretion, that wastewater generation may have increased or that the assigned SFE rating may no longer accurately reflect actual or intended use.
- f. **Regulatory Compliance Obligations:** The District shall require review or reassessment of an SFE rating whenever necessary to comply with applicable state, federal, or other regulatory requirements, including but not limited to reporting, permitting, treatment capacity, or discharge compliance standards, regardless of any prior SFE assignment or approval.

(3) Reassessment Procedures

- a. **Owner Responsibility to Report Changes:** Property owners are responsible for notifying the District of any change in use, occupancy, configuration, or facilities that may affect wastewater generation or the assigned Single-Family Equivalent (SFE) rating. Failure to report such changes does not relieve the owner of responsibility for compliance with the District's Rules and Regulations, including payment of applicable service fees and Plant Investment Fees.

- b. District and Board Authority to Initiate Review: Pursuant to Section 7.3.4 and Section 7.1.5 of the District's Rules and Regulations, the District and Board of Directors retain the authority to evaluate and reassess the SFE rating of any property at any time when deemed necessary to ensure accurate billing, system capacity accounting, or regulatory compliance, regardless of whether a change has been reported by the owner.
 - c. Information and Documentation Requirements: When a reassessment is required or directed by the Board, the District may require the owner to submit documentation and technical information reasonably necessary to determine the appropriate SFE rating. Such information may include, but is not limited to:
 - 1) Full current buildout plans for the unit, suite, or structure;
 - 2) Floor plans, square footage, and occupancy or use descriptions;
 - 3) Specifications, quantities, and types of plumbing fixtures and appliances installed or proposed;
 - 4) Descriptions and specifications for grease interceptors, sand/oil separators, or other pretreatment devices, including size, type, location, and maintenance practices;
 - 5) Operational descriptions for commercial, industrial, or mixed-use facilities;
 - 6) Any additional information necessary to reasonably estimate wastewater flow, strength, or treatment demand.
 - d. Inspections and Site Access: Pursuant to Section 8.1 of the District's Rules and Regulations, duly authorized employees of the District bearing proper credentials and identification are authorized to enter private property, at reasonable times, for purposes including but not limited to inspection, observation, measurement, sampling, testing related to discharge to the public system, verification of facilities, and evaluation of conditions affecting wastewater generation. Such inspections may be conducted to verify compliance with District Rules and Regulations, confirm reported information, or support reassessment of an SFE rating.
 - e. Evaluation and Determination: The District shall evaluate all relevant plans, information, and/or inspection findings in accordance with the District's current SFE schedule, Rules and Regulations, applicable engineering standards, and regulatory requirements. The Board of Directors retains final authority to determine the appropriate SFE rating.
 - f. Fees and Billing Adjustments: Any increase in SFE rating resulting from reassessment shall be subject to applicable Plant Investment Fees and sewer service fees in accordance with the District's current fee schedule, the District's Rules and Regulations, and applicable Board policies.
- (4) **No Vested Right to Existing SFE Assignments:** Existing ratings do not constitute a vested right. Any qualifying change requires compliance with current methodologies and fee schedules.

(5) Board Authority: The Board may interpret this policy, grant exceptions for good cause, require engineering analysis, and amend this policy at any time.

This policy is approved effective as of February 11, 2026. Except as specifically noted above, all other provisions of the District Rules and Regulations shall continue in full force and effect.