

**FREQUENTLY ASKED QUESTIONS  
REGARDING THE CAPITAL CONSTRUCTION CHARGE (CCC)**

**Q: Where do I start? What do I need to bring to Calleguas when I pay the fee?**

A: First, please call the District (805 579-7129 or 805 526-9323) to discuss your project and to make an appointment. The basic information the District needs regarding your project is on the [Statement of Meter Size](#). Copies of the Statement are available at the office of your water purveyor and are also available for download here. Complete the Statement in coordination with your local retail water purveyor and see that the purveyor signs it. To expedite processing, signed Statements should be faxed or mailed by the water purveyor to Calleguas at 805-522-5730 prior to scheduling an appointment. *For some projects, other documentation may be necessary.*

*Please see the question about fire flow below.*

**Q: Why does Calleguas impose a capacity charge?**

A: Any new project or more intensive water use in an existing development within Calleguas' service area places greater demand on Calleguas' systems for storage, treatment and distribution. Calleguas must respond to that demand by building new facilities to satisfy it, which in turn requires money. If the funding for projects to serve new users were to come from water sales alone, it would mean that present customers are paying for the facilities that benefit new residents and businesses. In 1980 the Calleguas Board determined that fairness requires new development to pay a portion of the cost of system improvements to serve it. Money from the CCC is used exclusively to expand the system's capacity so as to accommodate growth.

**Q: Are remodeling projects and room additions subject to the Capital Construction Charge?**

A: Only if they involve installing an additional water meter or upgrading an existing meter to a larger size. However, in all cases, a Statement of Meter Size should be completed and delivered to Calleguas. The District will provide a written clearance for your project even if there is no fee.

**Q: Can the fee be paid by credit card?**

A: No. Payment can be made by check via the mail or over the counter. Calleguas will also accept currency in those rare instances when a customer prefers to use cash.

**Q: How to I find out if the fee has been paid for my property?**

A: With the legal description, street address (if one is available) and the Assessor's Parcel Number (APN) in hand, call the District and request that a search the

District database for past payments be conducted. It is possible to search using a street address or APN alone, but without a legal description, a search would not be conclusive.

**Q: Is the Capital Construction Charge refundable?**

A: On rare occasions when a previous payment for the same property is overlooked and a duplicate payment is made, the duplicate payment will be refunded. In all other circumstances, payment is final and the fee is not refundable, even if a project is abandoned. CCC payments are fixed with the land and transferred with it. A future property owner may only be required to pay additional fees as stipulated in Calleguas [Ordinance No. 14](#).

**Q: Why does the District require redundant identification of the land when a fee is paid?**

A: To protect the property owner against any confusion in the future. In most cases, the CCC is a one-time charge. Unless future redevelopment changes water demand, it need never be paid again. Calleguas maintains a permanent computer database and physical records of all payments. Good property identification prevents duplicate payments in the future and allows a complete search for past payments.

**Q: What do I do with the *Memorandum of Understanding and Water Availability Letter* and the *Proof of Payment* from the District?**

A: Provide one of the embossed copies to the water purveyor for your project. In most cases, the purveyor will not issue an unconditional 'Will-Serve' letter without the Calleguas receipt. The building and safety office responsible for your project will also request an embossed copy. Please keep the original for your personal records.

**Q: What is the difference between an APN and the legal description?**

A: The APN (Assessor's Parcel Number) is a reference number used by the Assessor to index properties. In some cases, a single legal parcel may comprise two or more APNs because it is split by tax rate areas. The legal description defines the boundaries of a parcel and is used when title changes or liens are established. A simple legal description could be the tract number and the lot number within that tract. In some cases, a legal description involves pages of metes and bounds descriptions.

**Q: Do I have to pay more if a meter is oversized for fire flow? What exactly does that mean?**

A: Calleguas recognizes that when a water meter provides water for domestic use and is also intended to supply fire sprinklers, it must be sized to allow some reserve flow capacity for the fire sprinklers over and above the maximum domestic flow. In all likelihood, this reserve capacity will never be used. Calleguas does not impose the CCC on fire flow requirements. When a water meter for a home will provide both fire flow and domestic water, Calleguas

adjusts the fee to reflect this policy by applying the fee for the next smaller meter. To verify that fire sprinklers will be installed, Calleguas relies on the Ventura County Fire Department Requirements for Construction and will ask applicants to provide a signed copy of the form (Form 126). Please see the [Notice to Builders](#) at this website.

**Q: Can I get a 'Will-Serve' letter from Calleguas?**

A: No. 'Will-Serve' letters are a firm commitment by the retail water purveyor who will serve the property directly. Calleguas can provide a Water Availability Letter, which is helpful to developers seeking approval of a tract map.

**Q: When is the fee due?**

A: Before a building permit is issued for a project, and before water service is installed for a property, whichever occurs first.