



City of Santa Cruz

Transfer of Responsibility To Retrofit Form

All residential, commercial and industrial buildings within the City of Santa Cruz water service area are required to be retrofitted with high efficiency plumbing fixtures when a property is sold. Under the law, the **seller of the property** is responsible for retrofitting. The responsibility for retrofitting may be transferred from the seller to the buyer, if both parties mutually agree to do so. This form is used when the buyer agrees to perform the required plumbing fixture retrofit.

Important: The seller must file this completed form with the Water Conservation Office before the property is sold.

See the back of this form for instructions and information. For assistance, call the Water Conservation Office at (831) 420-5230.

1. Property Location

_____	_____
Street Address	City
____-____-____	____-____-____
Assessor's Parcel No.	Water Account No.

2. Plumbing Fixtures

	Toilets	Showerheads	Urinals
Total number at this property:			
Number of fixtures not meeting high efficiency standards that the buyer agrees to retrofit:			

3. Seller's Signature:

By signing below, I, the seller, declare that the buyer has agreed to assume the responsibility for plumbing fixture retrofit at the above-referenced property.

_____	_____	_____	_____
<i>Seller's name (please print)</i>	<i>Seller's signature</i>	<i>Date</i>	<i>Telephone</i>

Estimated Escrow Closing Date: _____

4. Buyer's Signature

By signing below, I, the buyer of the above-referenced property, agree to accept the responsibility of retrofitting the property with high efficiency plumbing fixtures as required in Santa Cruz Municipal Code Chapter 16.03, Capitola Municipal Code Chapter 13.02, or County Code Chapter 7.69. I understand that I will be required to retrofit the property and to obtain a water conservation certificate within ninety (90) calendar days following the date of change in ownership, in accordance with the procedures outlined on the back of this form.

_____	_____	_____	_____
<i>Buyer's name (please print)</i>	<i>Buyer's signature</i>	<i>Date</i>	<i>Telephone</i>

THIS FORM MUST BE SIGNED BY THE WATER DEPARTMENT TO BE VALID.

City Approved Signature _____ Filing Date _____

Summary of the City of Santa Cruz Plumbing Fixture Retrofit Ordinance

Santa Cruz Municipal Code Chapter 16.03

Santa Cruz County Code Chapter 7.69 • Capitola Municipal Code Chapter 13.02

Effective March 1, 2003, all residential, commercial, and industrial buildings receiving water from the City of Santa Cruz are required to be retrofitted completely, if not already conforming, with high efficiency plumbing fixtures at the time of sale of the property. Properties in the City of Capitola within the Santa Cruz water service area are required to comply effective September 26, 2003. Under the law, the **seller of the property** is responsible for the following:

1. Replacing any toilets, showerheads, and urinals that don't meet the high efficiency standards,
2. Obtaining a Water Conservation Certificate from the Water Department, and
3. Disclosing retrofit requirements to the buyer of the property, before the property changes ownership.

Copies of the written disclosure form and the Water Conservation Certificate must be included with documents transferring title to the property.

Low Consumption Plumbing Standards

Plumbing fixtures must be manufactured to meet the standards below. Restrictors and other modifications to fixtures are not acceptable.

- | | | |
|---------------|------------------------|--|
| • Toilets | 1.28 gallons per flush | Note: Existing 1.6 gallon per flush toilets on the property do not need to be retrofitted and are considered to meet the plumbing fixture standards. |
| • Showerheads | 2.0 gallons per minute | |
| • Urinals | 0.5 gallon per flush | |

Option to Have Buyer Retrofit

An option in the ordinance allows the seller to transfer the retrofit responsibility to the buyer. Both parties must agree that the buyer assumes the responsibility. The buyer has ninety (90) calendar days from the date of the sale to complete the retrofit.

Instructions to Seller

Step 1 - Complete parts 1, 2, and 3 of this form. Have the buyer sign and date part 4.

Step 2 - Bring in or mail the completed form to:

**City of Santa Cruz
Water Conservation Office
212 Locust St., Ste. B
Santa Cruz, CA 95060**

When received at the office, the form will be signed and returned to you.

Step 3 - Keep a copy of this form for your records. Give one copy to the buyer and one to your real estate agent to be included with documents transferring title to the property.

Buyers Signing the Transfer of Responsibility Form Agree to:

1. Make sure that all fixtures on the property meet the high efficiency plumbing standards listed above. Replace any older fixtures that don't comply. Note: the buyer is not responsible for retrofitting if the property sale is not complete.
2. Contact the City of Santa Cruz Water Conservation Office for a water conservation certificate and to arrange for a free inspection within 90 days from the date of transfer of the property. The Water Conservation Office will sign the water conservation certificate at the time of inspection after verifying all fixtures comply. You may choose to hire a licensed plumbing or general building contractor to perform the inspection, if you prefer.

Failure to Retrofit

If it is determined that the retrofit was never completed by the buyer as agreed to in this form, a notice of violation will be recorded against the property by the City of Santa Cruz in accordance with procedures contained in the Santa Cruz Municipal Code.

For more information, or to schedule an inspection, please call:

(831) 420-5230