

Eco-Friendly Lawn Conversion Rebate Application

Open to Residential, Commercial, and Irrigation water customers also *participating in Zone 7's Lawn Conversion Rebate* who must include all of these best landscaping practices into their lawn conversion project:

- ◆ Sheet mulching to smother lawn (rather than physical removal of lawn or applying herbicides to kill off lawn)
- ◆ Use of 1-inch layer of compost between the cardboard and top 3-inch layer of mulch
- ◆ Include California native plants
- ◆ Install replacement plants during cool season (between September and February)

Customer Information

Property is (check one):

Residential or Commercial Customers with mixed outdoor/indoor use water meters

Rebate of \$0.50 per square foot of eligible converted lawn - Maximum: 50% of material cost, up to \$575

Irrigation Meter Customers (irrigation only water meter)

Rebate of \$0.75 per square foot of eligible converted lawn – Maximum: 50% of material cost, up to \$4,000

Contact Information:

Applicant is: Property Owner Tenant Property Manager

Name: _____ Water Account No: _____

Email: _____ Phone: _____

Installation Address: _____

Mailing Address (if different from installation address): _____

Property Owner Email/Phone (if different from applicant): _____

Landscaper Name & Contact (if applicable): _____

Application Checklist:

Lawn to be converted is currently in place.

Submitted a Zone 7 Lawn Conversion Rebate application, with all required materials, to Zone 7.

Submit this application to the City of Pleasanton for the City's Eco-Friendly Lawn Conversion Rebate, together with the plant selection checklist which was also provided to Zone 7.

Sheet mulching is the selected method of lawn conversion, following receipt of both the **Zone 7 "Notice to Proceed" and the City of Pleasanton Eco-Friendly Lawn Conversion Authorization**. (Photos to be provided to City of Pleasanton Water Conservation Program when sheet mulching is in progress, or at completion, as proof of fulfilling this requirement.)

Converting a minimum of 100 square feet of sidewalk-visible lawn. Area Estimate: _____ sq. ft.

Use at least a 1-inch layer of compost, and 3-inch layer of mulch, providing receipts from project purchase to City of Pleasanton. (Use the materials calculator to estimate amount of material needed for your project: <https://lawntogarden.org/materials-calculator>.)

Plants selected to replace lawn includes at least some California native species.

Will eliminate all overhead spray irrigation in conversion area by converting to low volume drip irrigation, capping sprinkler-heads, or removing sprinkler system.

FUNDING IS LIMITED AND ON A FIRST-COME, FIRST SERVED BASIS

City of Pleasanton Eco-Friendly Lawn Conversion Rebate Terms and Conditions (Effective June 1, 2022)

The following Terms and Conditions apply to the Eco-Friendly Lawn Conversion Rebate (the "Program") through the City of Pleasanton (the "City"). Visit PleasantonWaterConservation.com to check for any drought modifications that may be in effect, or additions to eligibility requirements and exclusions. Retroactive rebates are not accepted: receipts for plants and eligible materials must be dated **after** your Program application has been approved and the "**Notice to Proceed**" has been provided to you by the City, indicating that your lawn conversion project is eligible and authorized to proceed. Once the rebate is approved and paid, customers cannot re-submit new supporting documents for additional rebate funds under the same lawn conversion application. Program Terms and Conditions are subject to change.

1. Eligibility:

- a. This Program is available to City water customers who have active water account(s) in good standing (account balance/payment is not delinquent status) within the City water service area.
- b. Lawn conversion projects may require a pre- and/or post-conversion inspection to determine/confirm eligibility.
- c. Existing lawn area(s) to be converted must be maintained and in healthy condition*. (*With the exception of drought periods which require outdoor watering restrictions.)
- d. Existing lawn area(s) to be converted must be irrigated by a sprinkler system in good working condition, receiving potable water service (i.e. not irrigated via a private well or with recycled water service).
- e. A **minimum of 100** square feet of lawn must be converted. Lawn area(s) to be converted must be located in frontyard or visible from a public sidewalk. Backyards lawns are not eligible under the Program.
- f. All of the following ecologically best practices must be included in the lawn conversion project:
 - i. Sheet mulching will be used as the conversion method (layer cardboard over lawn, visit lawntogarden.org for details & instruction).
 - ii. Planted areas must have a 1-inch layer of compost over the layered cardboard, followed by an approximate 3-inch layer of mulch.
 - iii. Selected low, to very low-water plant species include multiple plants of at least two varieties of California native species (see City Recommended Cal. Native Plant List for ideas).
 - iv. Plants will be installed only between September and February.

2. Converted Landscape Requirements:

- a. Customers must sheet mulch a **minimum of 100 square feet** of existing lawn in the front yard or visible from a public sidewalk. (Visit lawntogarden.org for sheet mulching instructions.) Photographs of the sheet mulching in progress is required to be submitted at the end of the project for proof of lawn conversion by sheet mulch. Landscaping included in the project that falls beyond or surrounds the lawn to be converted will not be included in the rebate. **If outside of the September through February planting window, sheet mulching can begin upon receiving the "Planting-Excluded Notice to Proceed" by the City.** This will be followed by a "**Planting Notice to Proceed**" in September.
- b. Installation of the approved plants can only take place between September through February, following receipt of the "*Planting Notice to Proceed*". **Drought exception:** When the Drought Rebate Modification is in effect due to limited water supply conditions, the lawn conversion must follow this phased approach:
 - i. Phase 1 - conversion of lawn and addition of compost/mulch layers must be complete **within 120 days** of Notice to Proceed from Zone 7 or the City of Pleasanton.
 - ii. Phase 2 - Upon notification from the City of Pleasanton that the planting stage may precede, the applicant has **120 days from the time of notification to complete planting installation** according to the approved plans/plant list. The rebate will be processed at the end of the full project.
- c. Fifty Percent (50%) Plant Cover Requirement: The goal of this program is to have the converted area to include a sufficient number of qualifying plants to ensure that at least **50%** of the converted area is covered when plants are fully grown.
- d. Plants installed in the converted area must be **low or very low-water use** and be listed on the [City of Pleasanton \(COP\) Qualifying Plant](#), [Water Use Classification of Landscape Species \(WUCOLS\)](#), [UC Davis Arboretum All-Stars](#), and/or [Tri-Valley Water-Wise Plant](#) lists.
- e. Applicants must submit a [plant list](#). Selected plants must include multiple plants of at least two varieties of California native species (multiple plants of the same species is required). The plant list must be pre-approved by City Water Conservation Program staff. (Climate adapted plants not found on the approved list(s) must receive advance approval from the City Water Conservation Program staff to be considered eligible.)
- f. Existing overhanging plants or plants adjacent to the converted area are not considered in the plant coverage calculation.
- g. The converted area must be covered with a minimum of one-inch of organic compost, followed by at least three-inches of mulch or permeable material. If a weed barrier other than the sheet mulch cardboard layer is used under the compost, it must be permeable to air and water (no plastic is allowed).
- h. Permeable hardscapes are allowed in this program; however, the 50% Plant Cover Rule still applies to the entire converted area.
- i. Any existing overhead sprinkler system in the converted area must be removed, capped in place, or converted to a low volume drip system. The converted landscape area is not required to have an irrigation system, however, any new irrigation system in the converted area must be low-volume drip, equipped with proper backflow prevention, a rainfall shutoff valve, a

pressure regulator, filter, and pressure-compensating emitters.

- j. **Artificial Turf and non-permeable hardscapes are not allowed in the converted area, and will not be rebated.**

3. Terms of the Rebate:

- a. Lawn conversion projects **require both pre- and post-conversion inspections** (i.e. before approval of the Project and following the completion of the Project). Projects that receive a "Notice to Proceed" through Zone 7 Water Agency, are not guaranteed approval for the City of Pleasanton's Eco-Friendly Lawn Conversion Rebate until the City provides a separate Authorization upon confirmation by City staff that all eligibility requirements under the Eco-Friendly Lawn Conversion Rebate are met.
- b. The converted area must remain in place for at least a minimum of two (2) years following the receipt of the rebate. An Applicant may forfeit some, or all, of the rebate amount in the reasonable discretion of the City if the Applicant does not maintain the converted area. This requirement is void upon transfer of property ownership.
- c. Applicants interested in participating in the Eco-Friendly Lawn Conversion Rebate must:
 - i. Submit a Zone 7 Water Efficient Lawn Conversion Rebate application to Zone 7 Water Agency, including full project details, proposed plant list for the converted area, current photograph(s) of the area to be converted, and homeowner association approval for the project, if applicable.
 - ii. Submit this City of Pleasanton Eco-Friendly Lawn Conversion Rebate Application to the City's Water Conservation Program, along with the full project details provided to Zone 7, either via email to WaterConservation@cityofpleasantonca.gov, faxed to: 925-931-5595, or mail to: City of Pleasanton, Water Conservation Program, P.O. Box 520, Pleasanton, CA 94566
- d. After the application is accepted, the Applicant may be required to participate in a Pre-Conversion Site Inspection to measure the proposed conversion area and verify that the Applicant's proposed lawn conversion project meets the Terms and Conditions.
- e. Upon City approval, applicants will receive either a:
 - i. **"Planting-Excluded Notice to Proceed"** if outside of the planting September through February window, this notification indicates the sheet mulching and irrigation capping phase may proceed, however plants may not be installed;
 - ii. **"Planting Notice to Proceed"** will be issued to those approved applicants that have already been provided with the *Planting-Excluded Notice to Proceed*, when the planting window has been reached. **Applicants have 120 days to complete the project following receipt of this Notice;** or
 - iii. **"Full Project Notice to Proceed"** issued to applicants approved within the September through February planting window. Applicants must complete the lawn conversion project **within 120 days of receiving the "Full Project Notice to Proceed"**, (exceptions apply if drought modifications are in effect (see Section 2.b above), or plant installation is approved to extend beyond February due to seasonal conditions.
- f. It is the Applicant's responsibility to notify the City **and** Zone 7 Water Agency that the lawn conversion project is complete and ready for a post-inspection. The City will then schedule and conduct the Post-Conversion Site Inspection to verify Rebate compliance. Following Project completion and/or during the inspection, Applicants are required to provide the following:
 - i. Final list of plants used in the Lawn Conversion Project.
 - ii. Copy of receipts for plants, irrigation equipment, compost/mulch*, and other direct cost for Lawn Conversion Project. Note the rebate will not cover costs including sales tax, delivery, equipment rental, installation, labor, personal items, or tools.
** Receipts submitted for compost and mulch purchase(s) shall include the name, physical location, and contact information of each entity, operation, or facility from whom the recovered organic waste products were procured. City staff will use this information to determine if the compost and mulch installed on this project meets the criteria specified in California Code of Regulations Title 14, Division 7, Chapter 12, Article 12, Section 18993.1 et seq., procured on behalf of the City for the purpose of facilitating City compliance with Senate Bill 1383 (2016) Procurement of Recovered Organic Waste Products requirements.*
- g. Failure to Pass Inspection:
 - i. The Applicant will be given thirty (30) days, or the remainder of the four (4) month period, whichever is greater, to make the changes to comply with the EFLC Rebate Program Terms and Conditions. After the project has passed the final Inspection, the rebate will be issued to the Applicant. Rebates may be issued in the form of a check and/or a credit on the Applicant's water account. Allow up to twelve (12) weeks for receipt of rebate.
- h. Rebate amounts:
 - i. Single-Family/Multi-Family Residential and Commercial customers with mixed-use meters (indoor and outdoor water use flows through the same meter): The City is offering fifty cents (\$0.50) per square foot of eligible converted lawn area. The maximum rebate for residential single-family sites is 50% of the material costs, up to \$575.
 - ii. For dedicated irrigation metered customers: The City is offering seventy-five cents (\$0.75) per square foot of eligible converted lawn area. The maximum rebate for irrigation customers is 50% of the material costs, up to \$4,000.
- i. Photographs and/or video recordings will be taken of the property and the lawn conversion projects by the City or Zone 7 Water Agency staff, as part of both the Pre- and Post- Conversion Site Inspections. By accepting the rebate, the Applicant shall release to the City and Zone 7 Water Agency, its agents and employees all rights to exhibit those media in print and electronic form publicly and privately for any purpose in the normal course of business. The Applicant waives any rights, claims, or interest to control the likeness or identification used in whatever media used. The Applicant's personal identity shall not be published in any form other than solely the Applicant's address. Applicant understands that there will be no financial or other remuneration for recording the subject property for initial or subsequent transmission or playback.

- j. The City and Zone 7 Water Agency enforce only the Terms and Conditions of this agreement. The Applicant is solely responsible for complying with any and all laws, regulations, policies, conditions, covenants and restrictions that may apply, and for any and all liabilities arising out of a lawn conversion project. Applicants must comply with all local permitting requirements, and with all state and local laws relating to landscape maintenance and compliance with storm water regulations. Applicants who live in a Homeowners Association must follow the CCRs and provide written approval from the Homeowners Association Management with the application.

Options for submitting your rebate application: (Complete the City of Pleasanton Eco-Friendly Lawn Conversion Rebate application available at: www.pleasantonwaterconservation.com.)

1. Email the application to: WaterConservation@cityofpleasantonca.gov with the subject: Eco-Friendly Lawn Conversion Rebate.
2. Fax the materials noted above to 925-931-5595, Attention: Water Conservation Program
3. Drop off the application package at the Operations Service Center, 3333 Busch Rd, Pleasanton between the hours of 7a.m. and 4 p.m., Monday through Friday.
4. Mail the application package to:
City of Pleasanton Water Conservation Division, P.O. Box 520, Pleasanton, CA 94566.

By submitting this application, you agree to the following:

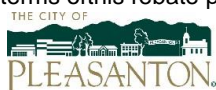
I, the undersigned, understand that this is a limited, first-come/first-served, one-time program, that rebates are given only for projects for which applications are approved in advance of installation, and that City is entitled to deny any application that does not meet program requirements. I have voluntarily determined to participate in this City Program. I have independently selected materials, supplies and labor for the purpose of performing the installation. I agree to use all compost and mulch for this project on behalf of the City of Pleasanton in fulfillment of SB 1383 procurement requirements. I agree that all work performed will comply with applicable state and local laws, ordinances and regulations. I agree to a pre- and/or post-conversion inspection, upon City's request. I agree that the City may visit the premises and verify existing conditions and that the work has been performed. By virtue of these inspections, I understand that the City makes no determination with respect to whether materials and equipment are free of defects, the quality of the workmanship, or the suitability of the premises. materials or equipment for the installation. I also understand that the installation of irrigation equipment and landscape materials may not result in lower water bills. If this Application is approved by the City and the work proceeds, I agree to defend, indemnify and hold harmless the City of Pleasanton, its directors, officers, agents and employees against any and all loss, liability, expense, claims, suits and damages, including attorneys' fees, arising out of or resulting from the installation of irrigation equipment and landscape materials for this Program.

All participants, including individuals and non-1099 exempt entities, are required to submit a completed IRS Form W-9 to the City prior to the disbursement of the rebate. In January of the subsequent year, the City will issue Form 1099 to all applicants. The taxability of your rebate may be influenced by various factors. We recommend consulting with a qualified tax professional for guidance specific to your situation.

_____ **Property Owner Signature** _____ **Print Name** _____ **Date**

_____ **Applicant Signature** _____ **Print Name** _____ **Date**

(Note: By typing your signature electronically or signing this form, you are acknowledging that you have read, understand, and agree to the terms of this rebate program.)



Water Conservation Division, P.O. Box 520, Pleasanton, CA 94566
(925) 931-5525

Official Use Only:

Approved _____ Denied _____ Number of sq. ft. _____ Rebate Amt. _____ Staff Name _____