

SEWER AVAILABILITY CHARGE (SAC) CREDIT POLICY

Introduction: The City of Roseville is responsible for collecting one-time fees when a business connects to the regional wastewater (sewer) system for the first time or when a business grows and is anticipated to generate a greater demand on the system than originally calculated. These fees are set and determined by the Metropolitan Council and are charged in units.

Objectives: Periodically, community-wide credits become available when a business closes, downsizes, or otherwise decreases their demand on the regional wastewater system. The City of Roseville will utilize these credits in one of the following two ways:

- 1) Credits valued at, or more than \$25,000: As a component of public finance assistance via application and compliance with the City of Roseville and Roseville Economic Development Authority Public Financing Criteria and Business Subsidy Policy.
- 2) Credits valued less than \$25,000: Via a fee waiver to aid in the recruitment and retention of certain small businesses within the City.

Requests for SAC credits of a value of \$25,000 or more shall be subject to approval by the Roseville Economic Development Authority consistent with the Public Financing Criteria and Business Subsidy Policy.

Requests for SAC credits of a value less than \$25,000 shall be provided administratively based upon the criteria outlined in this Policy.

Purpose Statement: The City of Roseville intends to collect and utilize community-wide SAC credits for the recruitment and retention of small businesses within the City, including, but not limited to retail (service & goods), food and beverage, and entertainment businesses. Eligible businesses must be either opening a new business or expanding an existing business which requires payment of additional SAC units to the Metropolitan Council.

Application, Criteria & Usage of Credits: Sewer Availability Charge (SAC) credits may be made available for request for businesses meeting the following criteria:

- Completion of the Administrative Sewer Availability Charge Credit Application.
- After receiving a SAC determination from Metropolitan Council, include a statement of financial hardship with the Administrative Sewer Availability Charge Credit Application to the Community Development Department outlining the reason for requesting SAC credits and how the request meets the Purpose Statement and Criteria outlined in the City's SAC Policy.
- A maximum of five (5) SAC credits per business is available
- Businesses requesting credits must not employ more than 5 FTE (including owner)
- Businesses ineligible for SAC credits include:
 - Businesses that do not have a physical address (bricks & mortar) within the City of Roseville
 - Non-profit organizations
 - Businesses with annual gross revenues greater than \$1 million
 - National chain businesses

- Businesses that derive income from passive investments without operational ties to operational businesses
- Businesses that engage in sexually explicit goods/service
- Businesses that engage in gambling enterprises
- Businesses that engage in activities prohibited by law
- Businesses that earn revenue from pyramid schemes, lending services and/or day trading/short term investments
- Businesses that are not in compliance with all state and local laws and regulations pertaining to licensing, building codes, zoning and environmental requirements.
- Businesses that have delinquent taxes, bills, fines or other charges due to the City.

Beyond the criteria listed in this policy, if the Community Development Director, or their designee, determines the type of business does not clearly comply with the Purpose Statement or Criteria outlined in the City's SAC Policy, such request will be brought forward to the City Council for a determination of eligibility.

Administration of Credits: Credits will be provided on a first-come, first-served basis. All SAC credits will be applied at the time of building permit issuance. Requests for reimbursement of previously paid-for SAC units will not be accepted.

Policy Effectiveness: Policy is effective at the discretion of the Roseville City Council and if/until the City's SAC account is depleted to the point of 100 remaining SAC units, whichever occurs first.



Administrative Sewer Availability Charge Credit Application

APPLICANT INFORMATION

Name of Business: _____

Address: _____

Applicant Name: _____

Owner Name, if different from applicant: _____

BUSINESS INFORMATION

Type of Business: _____

Minority Owned:

____ Yes

____ BIPOC

____ Women-owned

____ Other: _____

____ No

Describe your business: _____

Is this location part of a chain or franchise? If so, please list addresses of other locations: _____

Is this a start-up, improvement or expansion: _____

How many full-time employees do you employ or anticipate employing? _____

ADDITIONAL INFORMATION AND REQUIRED ATTACHMENTS

Please attach the following to this application:

- Official Metropolitan Council SAC Determination
- Statement of Financial Hardship

Applicant signature: _____ Date: _____

Please return completed application, along with required attachments, to:

City of Roseville
Attn: Community Development
2660 Civic Center Drive
Roseville, MN 55113
permits@cityofroseville.com