



Control Number: 51856



Item Number: 340

Addendum StartPage: 0

Kathleen Hartnett White, *Chairman*
Larry R. Soward, *Commissioner*
H. S. Buddy Garcia, *Commissioner*
Glenn Shankle, *Executive Director*

*Changed Submetered
to Allocated + Owner address*

SAR 2905 CO

TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

Protecting Texas by Reducing and Preventing Pollution

February 20, 2008

Ms. Teresa Sieben, Regional Manager
Guardian Property Management
2425 Old Dennis Road
Weatherford, TX 76087

2021 JUL 19 AM 11:27

Re: Request for Approval to Change Billing Method for the following property:
Sycamore Point Townhomes (S2905), CN:601456007, RN102875499

Dear Ms. Sieben,

The request you submitted on behalf of Sycamore Point Townhomes, to change from submetered to allocated billing is approved. This approval is based on the facts stated in your letter dated February 12, 2008. Please complete the attached forms and return them along with a copy of this letter. You may do so via facsimile at 512/239-6972.

If you have any questions, please contact me at 512/239-6117, via email to lfuentes@tceq.state.tx.us, or by fax to 512/239-6972.

Sincerely,

Lisa Fuentes

Lisa Fuentes
Utilities Financial Review
Water Supply Division

LF/mmg

Attachments (TCEQ-10363 and TCEQ-10400)

340



**TEXAS COMMISSION ON ENVIRONMENTAL
QUALITY** Registration of Submetered or
Allocated Utility Service

This Box for TCEQ Use Only

Registration No **S 2905**Date by **6-2-08 JBT**

This Box for TCEQ Use Only

CUSTOMER REFERENCE NUMBER

REGULATED ENTITY REFERENCE NUMBER

CN(9 digits) **601456007**RN (9 digits) **102875499**☒ Send a completed Core Data Form (TCEQ-10400) with this registration.

PROPERTY OWNER ("Customer" on TCEQ-10400)

Name **Sycamore Pointe Townhomes, L.P.**☒ Do not enter the name of the owner's contract manager, management company or billing company

NAME AND TYPE OF PROPERTY WHERE UTILITY SERVICE IS PROVIDED ("Regulated Entity" on TCEQ 10400)

Name **Sycamore Pointe Townhomes**☒ Apartment Complex ☐ Condominium ☐ Manufactured Home Rental Community ☐ Multiple-Use Facility☒ If applicable, describe the "multiple-use facility" here

INFORMATION ON UTILITY SERVICE

Tenants are billed for ☐ Water ☐ Wastewater ☐ Both These bills are ☐ Submetered ☒ Allocated**Name of utility providing water/wastewater **City of Fort Worth Water Dept.**Date submetered or allocated billing begins (or began) **May 1, 2008** ☒ RequiredMETHOD USED TO OFFSET CHARGES FOR COMMON AREAS ☒ Check one line only

Not applicable, because

Bills are based on the tenant's actual
submetered consumption.☐ There are neither common areas nor an
installed irrigation system

OR

☐ All common areas and the irrigation system(s) are metered or submetered. We deduct the actual utility charges for water and wastewater to these areas then allocate the remaining charges among our tenants☒ This property has an installed irrigation system that is not separately metered or submetered. We deduct 0% percent (which is equal to or greater than 25 percent) of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants **(see note)**☐ This property has an installed irrigation system(s) that is/are separately metered or submetered. We deduct the actual utility charges associated with the irrigation system(s), then deduct at least 5 percent of the utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants☐ This property does not have an installed irrigation system. We deduct at least 5 percent of the retail public utility's total charges for water and wastewater consumption, then allocate the remaining charges among our tenants.

** IF UTILITY SERVICES ARE ALLOCATED, YOU MUST ALSO COMPLETE PAGE 2 OF THIS FORM.

☒ Send BOTH this form and the TCEQ Core Data Form by fax to 512/239-6190

OR

by mail to: Utilities & Districts Section, MC-153
TCEQ
PO Box 13087
Austin, TX 78711-3087

☒ If you need help completing this form call TCEQ's Utilities & Districts Section at 512/239-4697. You can find additional information about submetered and allocated billing at www.tceq.state.tx.us/permitting/waterperm/ud/submeter.html

☒ If you need help completing the TCEQ's Core Data Form, call our Central Registry Program at 512/239-5175. You can also find instructions for completing this form at www.tceq.state.tx.us/permitting/projects/cr/10400-inst.pdf

Property has an installed irrigation system that has not been operational in several years.

METHOD USED TO ALLOCATE UTILITY CHARGES

☐ Check the box or boxes that describe the allocation method used to bill tenants

- ☒ **Occupancy method** The number of occupants in the tenant's dwelling unit is divided by the total number of occupants in all dwelling units at the beginning of the month for which bills are being rendered

- ☐ **Ratio occupancy method** The number of occupants in the tenant's dwelling unit is adjusted as shown in the table to the right. This adjusted value is divided by the total of these values for all dwelling units occupied at the beginning of the retail public utility's billing period

Number of Occupants	Number of Occupants for Billing Purposes
1	1.0
2	1.6
3	2.2
>3	2.2 + 0.4 for each additional occupant

- ☐ **Estimated occupancy method** The estimated occupancy for each unit is based on the number of bedrooms as shown in the table to the right. The estimated occupancy in the tenant's dwelling unit is divided by the total estimated occupancy in all dwelling units regardless of the actual number of occupants or occupied units

Number of Bedrooms	Number of Occupants for Billing Purposes
0 (Efficiency)	1
1	1.6
2	2.8
3	4.0
>3	4.0 + 1.2 for each additional bedroom

- ☐ **Occupancy and size of rental unit** _____ percent (which is equal to or greater than 50%) of the utility bill for water/ wastewater consumption is allocated using the occupancy method checked above. The remainder is allocated according to either:
- the size of the tenant's dwelling unit divided by the total size of all dwelling units, OR
 - the size of the space rented by the tenant of a manufactured home divided by the size of all rental spaces

- ☐ **Submetered hot water** The individually submetered hot water used in the tenant's dwelling unit is divided by all submetered hot water used in all dwelling units.

- ☐ **Submetered cold water is used to allocate charges for hot water provided through a central system** The individually submetered cold water used in the tenant's dwelling unit is divided by all submetered cold water used in all dwelling units.

- ☐ **As outlined in the condominium contract.** ☐ Describe.

- ☐ **Size of manufactured home rental space** The size of the area rented by the tenant divided by the total area of all rental spaces

- ☐ **Size of the rented space in a multi-use facility** The square footage of the space rented by the tenant divided by the total square footage of all rental spaces.

24. Street Address of the Regulated Entity: (No P.O. Boxes)	2201 Sycamore School Road Fort Worth TX 76134				
	City	State	ZIP	ZIP + 4	
25. Mailing Address:	Same as above				
	City	State	ZIP	ZIP + 4	
26. E-Mail Address:					
27. Telephone Number	817-293-6333		28. Extension or Code	29. Fax Number (if applicable): 817-293-6335	
()			()		
30. Primary SIC Code (4 digits)	31. Secondary SIC Code (4 digits)	32. Primary NAICS Code (5 or 6 digits)	33. Secondary NAICS Code (5 or 6 digits)		
6513		531110			
34. What is the Primary Business of this entity? (Please do not repeat the SIC or NAICS description)					
multi-family apartment complex					

Questions 34 – 37 address geographic location. Please refer to the instructions for applicability

35. Description to Physical Location	see above street address				
36. Nearest City	County	State	Nearest ZIP Code		
Fort Worth	Tarrant	Texas	76134		
37. Latitude (N) In Decimal:	38. Longitude (W) In Decimal:				
Degrees	Minutes	Seconds	Degrees	Minutes	Seconds

39. TCEQ Programs and ID Numbers Check all Programs and write in the permits/registration numbers that will be affected by the updates submitted on this form or the updates may not be made. If your Program is not listed, check other and write it in. See the Core Data Form instructions for additional guidance

<input type="checkbox"/> Dam Safety	<input type="checkbox"/> Districts	<input type="checkbox"/> Edwards Aquifer	<input type="checkbox"/> Industrial Hazardous Waste	<input type="checkbox"/> Municipal Solid Waste
<input type="checkbox"/> New Source Review – Air	<input type="checkbox"/> OSSF	<input type="checkbox"/> Petroleum Storage Tank	<input type="checkbox"/> PWS	<input type="checkbox"/> Sludge
<input type="checkbox"/> Stormwater	<input type="checkbox"/> Title V – Air	<input type="checkbox"/> Tires	<input type="checkbox"/> Used Oil	<input checked="" type="checkbox"/> Utilities 32905
<input type="checkbox"/> Voluntary Cleanup	<input type="checkbox"/> Waste Water	<input type="checkbox"/> Wastewater Agriculture	<input type="checkbox"/> Water Rights	<input type="checkbox"/> Other

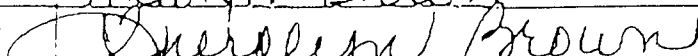
SECTION IV: Preparer Information

40. Name:	Therolyn Brown		41. Title:	Site Manager	
42. Telephone Number	43. Ext./Code	44. Fax Number	45. E-Mail Address		
(817) 293 6333		817 293 6335	tbrown@gcmgmt.net		

SECTION V: Authorized Signature

46. By my signature below, I certify, to the best of my knowledge, that the information provided in this form is true and complete, and that I have signature authority to submit this form on behalf of the entity specified in Section II, Field 4 and/or as required for the updates to the ID numbers identified in field 39

(See the Core Data Form instructions for more information on who should sign this form.)

Company:	Sycamore Pointe Townhomes		Job Title:	Site Manager	
Name (In Print)	Therolyn Brown		Phone	(817) 293 6333	
Signature:			Date:	3-8-2008	