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# STORMWATER UTILITY SERVICE CHARGE CREDIT TECHNICAL MANUAL

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CITY OF NEW PORT RICHEY

City of New Port Richey STORMWATER UTILITY  
SERVICE CHARGE CREDIT TECHNICAL MANUAL

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## Section I

### OVERVIEW AND GENERAL INSTRUCTIONS

#### 1.1 BACKGROUND

The City of New Port Richey has constructed and operates a stormwater management system that provides numerous benefits to its residents and businesses including reduced flooding, improved water quality, environmental enhancement and aesthetic improvements of the receiving waters in and adjacent to the City. In accordance with Chapter 403 of the Florida Statutes, the City adopted an ordinance that established as a Stormwater Utility that charges utility fees for stormwater management service to private property owners on an equitable basis for the stormwater that they discharge to the City's stormwater management systems.

A stormwater credit of *up to 50% of the total stormwater fee* is available to property owners who have constructed and maintain a qualifying stormwater treatment facility that provides water quality benefits to the City of New Port Richey.

This Stormwater Utility Service Charge Credit Technical Manual provides information required for a property owner to determine whether he or she qualifies for a stormwater credit, explains how credits are calculated, and provides the necessary forms that a property owner will need to apply for a stormwater credit.

#### 1.2 DEFINITIONS

- **Control** elevation means bottom of dry pond or wet season normal controlled water level in wet pond.
- **Credit** means a reduction in a customer's stormwater service fee given for certain qualifying activities, which reduce the adverse water quality impacts of developed stormwater runoff.
- **Detention Facility** means a facility that provides temporary storage of stormwater runoff in ponds, parking lots, depressed areas, rooftops, buried underground vaults or tanks, etc., for future release, and is used to provide water quality treatment and water discharge quantity control in accordance with issued permits by the appropriate regulatory agency.
- **Developed Property** means any real property which has (a) been altered from its natural state by either clearing, scraping, grading or some other means of surface modification with or without suitable stabilization measures installed and maintained to prevent erosion and off-site sediment discharges, or (b) the addition of any improvements placed or constructed thereon, including, without limitation, a building, structure, or impervious surface. For new construction or redevelopment construction, real property shall be considered developed upon (a) issuance of a building permit, or (b) initiation of any land modification or new construction thereon.
- **Equivalent Residential Unit** or **ERU** shall mean the standard stormwater utility billing unit defined as the assigned quantity of square feet of Impervious Area, as established in the latest rate study approved by the City Council, based upon a sampling of single-family residential parcels.
- **ERU Charge Rate** means a Utility Fee charged on each ERU and any fraction of an ERU, as established from year to year by the City Council and as set forth in Table attached hereto and incorporated herein by this reference.
- **Impervious Area** means that portion of any parcel of land that has been modified in such a manner that the result of such modification is either a reduction of the land's natural ability to absorb and hold rainfall or a restriction of the percolation of rain water into the soil. Said definition includes, but is not limited to, any area of land that has been paved, graveled, compacted, covered with a structure, roof or extension, or otherwise improved in a similar manner.
- **Non-Residential Property** means any parcel of Developed Property located within the City Limits that is not classified by the City as being a parcel of Residential Property.

- **Residential Property** means any parcel of Developed Property, whether occupied or not, located within the City Limits upon which one or more persons use said property, or any portion thereof as a dwelling unit in accordance with the applicable land use and zoning regulations contained in the City Code or Land Development Code. Said definition includes, without limitation, all parcels of Developed Property upon which there exists a single family residence or a mobile home on a lot not owned or part of a mobile home park, but does not include a parcel of Developed Property upon which there exists a condominium unit, an apartment, a townhome, a duplex, a triplex, a multi-family residence, a mobile home park, a residence with a mixed use (i.e. being used as a dwelling unit as well as for commercial or business uses), or some other similar type of dwelling unit.
- **Retention Facility** means a facility, which provides storage of stormwater runoff and is designed to eliminate subsequent surface discharges in accordance with issued permits by the appropriate regulatory agency.
- **Stormwater** means stormwater runoff, surface runoff and drainage.
- **Stormwater Treatment System** is an engineered facility comprised of one or more components that reduce the pollutant load contained in stormwater discharged from a property using physical, chemical and biological treatment processes. Components that are used to reduce pollutants concentrations and loads in treatment system generally include:
  - detention ponds
  - retention ponds
  - gravity separation devices
  - cyclonic separation devices
  - alum dosing devices
  - aerators
  - skimmers
  - filters

### 1.3 GENERAL POLICIES

New Port Richey has adopted the following general policies regarding application for Stormwater Treatment Credits:

1. Credit is only granted to eligible non-residential properties as defined herein and that operate in accordance with the City of New Port Richey Stormwater Management Ordinance.
2. A homeowners association may apply for a credit for their detention/retention pond, which serves their neighborhood.
3. A Right-of-Way or easement, as applicable, must be granted to the City in order for a credit to be approved.
4. Credit applications for existing facilities may be submitted at any time. The newly calculated amount, after approval by the Finance Director, will be billed on the next yearly tax statement. A retroactive credit will be given in the form of a refund check from the City, upon proof of payment in full of that year's Pasco County tax statement for the property. Credit applications must be received within nine months of receipt of the tax statement (the assessment bill).
5. Credit applications for new construction may only be submitted after the following conditions have been satisfied:
  - (a) Construction of the storm water quantity and quality system has been completed,
  - (b) The Engineer of Record has certified that it has been built in substantial compliance with its construction plans, and
  - (c) The City has started charging the property owner a stormwater utility fee.

### 1.4 BASIC PROCEDURES

The basic procedure that is followed by the City in the assessment of any stormwater quantity and quality system centers upon establishing the benefit that the system will provide to the City, calculating the amount of a credit that is to be issued, and then notifying the property owner. Specific steps in the process are described below.

1. Property Owner picks up an application packet from City Offices; completes the application form, provides the necessary documentation required for analyzing the benefit provided by the stormwater quantity and quality system, and returns the completed application package to the City.
2. City staff will review the application package for completeness. Any incomplete forms will be returned to the Applicant with a request for additional information .
3. City staff will evaluate the information contained in each complete application package, assess the type of benefits the applicants stormwater quantity and quality system will provide, and then determine the amount of credit to be issued to the Applicant.
4. City Staff will notify the Applicant in writing that they either do or do not qualify for a credit. and the amount of the credit (for qualifying properties).
5. City Staff will modify the Master Account File to institute the credit after approval of an application.

The City requires certain assurances prior to the issuance of a credit to a property owner, regarding the benefits that will be provided by any stormwater quality and quantity system. One aspect of the assurance is the submission of specific engineering calculations that establish the basis for the issuance of a credit. Therefore, certain parts of the application are required to be performed by a Professional Engineer registered in the State of Florida.

## Section II

### CREDIT POLICIES AND PROCEDURES

The purpose of this section is to give the procedures of applying for and receiving a credit. This section summarizes specific policies and contains the step-by-step procedures developed by the City for administration of the credits issuance process.

#### 2.1 SPECIFIC POLICIES

**Policy 1: Eligible Properties**-All non-residential properties which have constructed stormwater treatment facilities and maintain them in accordance with City and Southwest Florida Water Management District (SWFWMD) defined standards may be eligible for a percentage reduction, or credit, in that property's stormwater service fee. To receive any credit towards their stormwater service fee, the property owner must demonstrate that:

(1) The subject storm water management facility was designed to meet water quantity and water quality treatment criteria established by the City and SWFWMD.

(2) The subject stormwater quantity and quality facility was constructed according to the City and SWFWMD permitted design,

(3) The subject stormwater quantity and quality facility is adequately maintained on a continuing basis such that it meets the City's and SWFWMD quantity and quality requirements.

**Policy 2: Suitability of Facility Design**— Applicant must submit the following documents as appropriate to demonstrate that the subject storm water management facility is designed to provide suitable discharge water quantity and quality:

(1) Documentation of Facility Ownership— Applicant shall provide documentation that demonstrates that the stormwater management system facilities are located on land owned by the Applicant or is on land that is encumbered by a permanent drainage easement and is controlled by the Applicant.

(2) Documentation as to the Permitability of the System— Applicant shall provide one of the following documents as a demonstration that the Applicant's stormwater management facility either is permitted or could be permitted under the current City of New Port Richey and the current Southwest Florida Water Management District's (SWFWMD) Environmental Resource Permit (ERP) criteria:

- A copy of the current City of New Port Richey Development approval and copy of the SWFWMD ERP issued for the subject stormwater management system,
- A copy of the previously issued City of New Port Richey Development approval and a copy of the previously issued SWFWMD ERP that were utilized for construction of the stormwater management system,
- A report from a Professional Engineer registered in Florida that states, based upon his analysis of the subject stormwater management system, that while the system has not been previously permitted it meets the quantity and quality design criteria of the City of New Port Richey and the SWFWMD ERP criteria.

(3) Statement of Completion — Applicant shall provide a copy of the Statement of Completion signed by Professional Engineer registered in Florida indicating that the subject system was constructed as permitted, if the Applicant submitted either of the first two forms of documentation of system permitability. The City will provide the necessary form.

**Policy 3: Suitability of Maintenance** - Applicant must submit the following documents as appropriate to demonstrate that the subject stormwater management facility is being appropriately maintained to provide suitable discharge water quantity and quality:

(1) Statement of Inspection Applicant - shall submit one of the following documents as a demonstration to the City that the subject stormwater management facility is being maintained properly:

- A copy or the last successful SWFWMD-ERP inspection report and SWFWMD acceptance of that inspection report, if completed in the six-month period preceding the date of this application,
- A statement from a Professional Engineer registered in Florida that states, based upon his inspection of the subject stormwater management system, that the system has been maintained in a manner that will enable it to meet the quantity and quality design criteria of the City of New Port Richey and the SWFWMD Environmental Resource Permit.

(2) Statement of Maintenance Intentions - Applicant must submit an executed Statement of Maintenance Intentions that clearly indicates that the stormwater management facility will be permanently maintained in a manner adequate to assure that it produces a suitable discharge for quantity and quality and consistent with its stormwater quantity and quality design.

**Policy 4: Credit for Treated Areas**— The credit shall only be applied to those portions of the property served by the stormwater treatment facility.

**Policy 5: Application for Credit**— A complete Credit Application Form signed, sealed and dated by a professional engineer licensed to practice in Florida has been submitted.

**Policy 6: Granting of Right-of-Entry**— Applicant must grant to the City a signed Right-of-Entry by the owner of the property. See the attached forms in the Appendix.

If all requirements and conditions of this section are met, the credit will be available upon successful completion of an application process and successful completion of a City inspection. The credit shall remain in force as long as the facility is maintained in satisfactory condition. The following section describes required maintenance of detention/retention facilities.

## 2.2 MAINTENANCE STANDARDS

In order for stormwater retention and detention facilities to operate as they were intended, maintenance must be routinely performed. Improperly maintained stormwater retention and detention facilities do not reduce stormwater impacts effectively. The following items are the basic minimum maintenance requirements for all stormwater facilities:

1. Sediment shall be removed when observed in the stormwater quantity and quality facility.
2. Sediment traps, if existing, shall be cleaned out when filled.
3. No woody vegetation shall be allowed to grow on the embankment without special design provisions.
4. Other vegetation shall be cut when it exceeds 18 inches in height unless part of a managed mitigation or landscaping facility.
5. Debris shall be removed from blocking inlet and outlet structures and from areas of potential clogging. This is especially important after major storms. Extended detention control devices should be checked often for debris accumulation and/or clogging.

6. The control structures shall be kept structurally sound, free from erosion, free from clogging and functioning as designed.
7. No standing water is allowed within detention basins intended to be "dry".
8. Erosion, as it occurs shall be effectively repaired on an on-going basis.

### 2.3 AMOUNT OF CREDIT

The overall goal of City is to give a credit to property owners that are reducing the adverse water quality impacts of stormwater generated by their property. By providing stormwater facilities on their property, property owners are helping the City protect downstream waters. The credit amount granted by the City can be up to 50% of the unit charge per Equivalent Residential Unit.

The allowable annual credit amount for any parcel is calculated in the following manner using Equation 1, with the maximum credit constraint imposed by Equation 2:

$$\text{PACA} = \text{\#ERU} \times \text{(WQC)} \quad \text{Equation 1}$$

Where:

- PACA = Potential Annual Credit Amount allowed by the City (Dollars)
- #ERU = Number of ERUs computed for the parcel
- WQC = Water Quality Charge Component of the Stormwater Utility Charge

$$\text{MASUCA} = 0.50 \times \text{\#ERU} \times \text{TUC} \quad \text{Equation 2}$$

Where:

- MASUCA = Maximum Annual Stormwater Utility Credit Amount (Dollars)
- #ERU = Number of ERUs computed for the parcel
- TUC = Total Annual Stormwater Utility Charge per ERU

### 2.4 APPLICATION PROCEDURE

The property owner, or his authorized agent, can apply for a Stormwater Quality Credit using the following four-step procedure:

- *Step 1:* The property owner or representative obtains a Stormwater Quality Credit application packet from the City, completes the packet with the required documentation, and submits the completed package to the City for review.
- *Step 2:* The owner insures stormwater quality facility is properly maintained and functioning as designed.
- *Step 3:* A professional engineer measures the existing facility features, calculates the volume of quality treatment required/provided, and certifies that the facility meets the quality treatment requirements of the appropriate permit or exemption.
- *Step 4:* The completed application, including the calculations sealed by the professional engineer and the signed Right-of-Entry form, is submitted to the City.

After the complete application is received, the City will pull the site plan (if available) and provide it and the checklist to an inspector. The inspector will check the retention/detention facility area to insure it meets minimum design and maintenance requirements. The City will then calculate a credit to be applied to future years' Stormwater utility fees, beginning with the next year to be billed. A retroactive credit for the current year will be given in the form of a refund check from the City, upon proof of payment in full of the year's Pasco County tax statement for the property. The credit application must be received within nine months of receipts of the tax statement (the assessment bill).

If the facility fails the inspection, the City will provide a letter explaining the failure and steps necessary to qualify for a credit and re-inspection. After a successful inspection, the City will notify the owner of the results and credit amount, the effective date and will make the changes to the database.

## 2.5 EXAMPLE STORMWATER QUALITY CREDIT CALCULATION

The example site is a 10-acre site that has been developed as a commercial shopping center. Current development covers 85% of site. A large detention facility has been designed, permitted and constructed to provide quantity control and quality treatment for the total storm water runoff from existing development.

STEP 1: The property owner or representative obtains a credit application packet from the City.

STEP 2: The owner insures the detention basin is functioning and properly maintained prior to the City inspection. The owner or representative develops a Maintenance Plan that will be submitted as part of the credit application. A few of the specific conditions that must be checked before the City's inspection are:

- The inlet, outlet, overtopping and all other applicable structures are structurally in good condition and are not clogged or blocked.
- The detention basin is cleaned up to remove all trash, excess vegetation and debris.
- Excess sediment is removed to restore the original basin volume.

STEP 3: The property owner, engineer or representative uses the information provided in the application package for the City of New Port Richey and/or the SWFWMD Environmental Resource Permit to establish the following characteristics for the site:

- Impervious Area: 354,300 square feet
- Quality Equivalent Number of ERUs: 134.75 ERU's
- Quality Volume Provided: 15.850 cubic feet
- Treatment Volume Required: 14.760 cubic feet

Therefore, the applicant satisfies his on-site quality volume requirement.

STEP 4: Calculate the potential allowable annual credit amount using Equation 1:

$$\text{PACA} = \#ERU \times (\text{WQC}) \qquad \text{Equation 1}$$

$$\text{PACA} = 134.75 \text{ ERUs} \times (\$18.65/\text{ERU}) = \mathbf{\$2,513.09}$$

Where:

WQC = Water Quality Charge Component of the Stormwater Utility Charge  
 = \$18.65/year/ERU (*Assumed or purposes of the example*)

STEP 5: Check the maximum allowable annual credit using Equation 2:

$$\text{MASUCA} = 0.50 \times \text{\#ERU} \times \text{TUC} \quad \text{Equation 2}$$
$$\text{MASUCA} = 0.50 \times 134.75 \times \$40.32/\text{year/ERU} = \$2,716.56$$

Where:

$$\begin{aligned} \text{TUC} &= \text{Total Annual Stormwater Utility Charge per ERU} \\ &= \$40.32/\text{year/ERU} \text{ (Assumed, for purposes of the example)} \end{aligned}$$

In this example the potential allowable credit for the property is less than the allowable maximum allowable credit amount, and the property owner would be issued an annual credit in the amount of \$2,513.09 in recognition of the benefit provided by his maintained on-site quality facilities.

- If the facility, utilized in this example, is in compliance it would be eligible for the credit.
- No credit will be given for partial compliance. Once the facility is brought into full compliance, it will be eligible for credit.
- Partial credit is available where a single site (same ownership) has multiple stormwater collection systems with different discharge points and where one or more are in full compliance. For example if 50% of the site was compliant and the other 50% was not compliant, then only a 25% credit would be available at this time.

# APPENDIX

Contents:

1. Credit Application Form (a)
2. Right-of-Entry Form (b)
3. Inspector Checklist for Detention/Retention Area Inspection (c)

**City of New Port Richey Quantity and Quality Utility**

**CREDIT APPLICATION FORM**

*Instructions:*

Fill Out this form completely. A separate application must be made for each separate property location. One application can be made for multiple stormwater detention/retention facilities to be inspected on the same property. Attach a separate sheet giving detention/retention facility location and description for each additional *facility* on the same property for which you are requesting inspection. Please insure all detention/retention facilities are in a proper state of repair and maintained.

Fill out and attach a Right-of-Entry Form (Form 2). Mail the completed form, Maintenance Plan, and Right-of-Entry to:

City of New Port Richey  
Public Works Department  
6132 Pine Hill Road  
New Port Richey, FL 34668

**Parcel Identification Information**

Parcel Identification Number (if known):

Site Location \_\_\_\_\_

Street Address \_\_\_\_\_

City, State Zip \_\_\_\_\_

Authorized Agent (authorized to act on the Property Owner's behalf):

Name \_\_\_\_\_

Title \_\_\_\_\_

Street Address \_\_\_\_\_

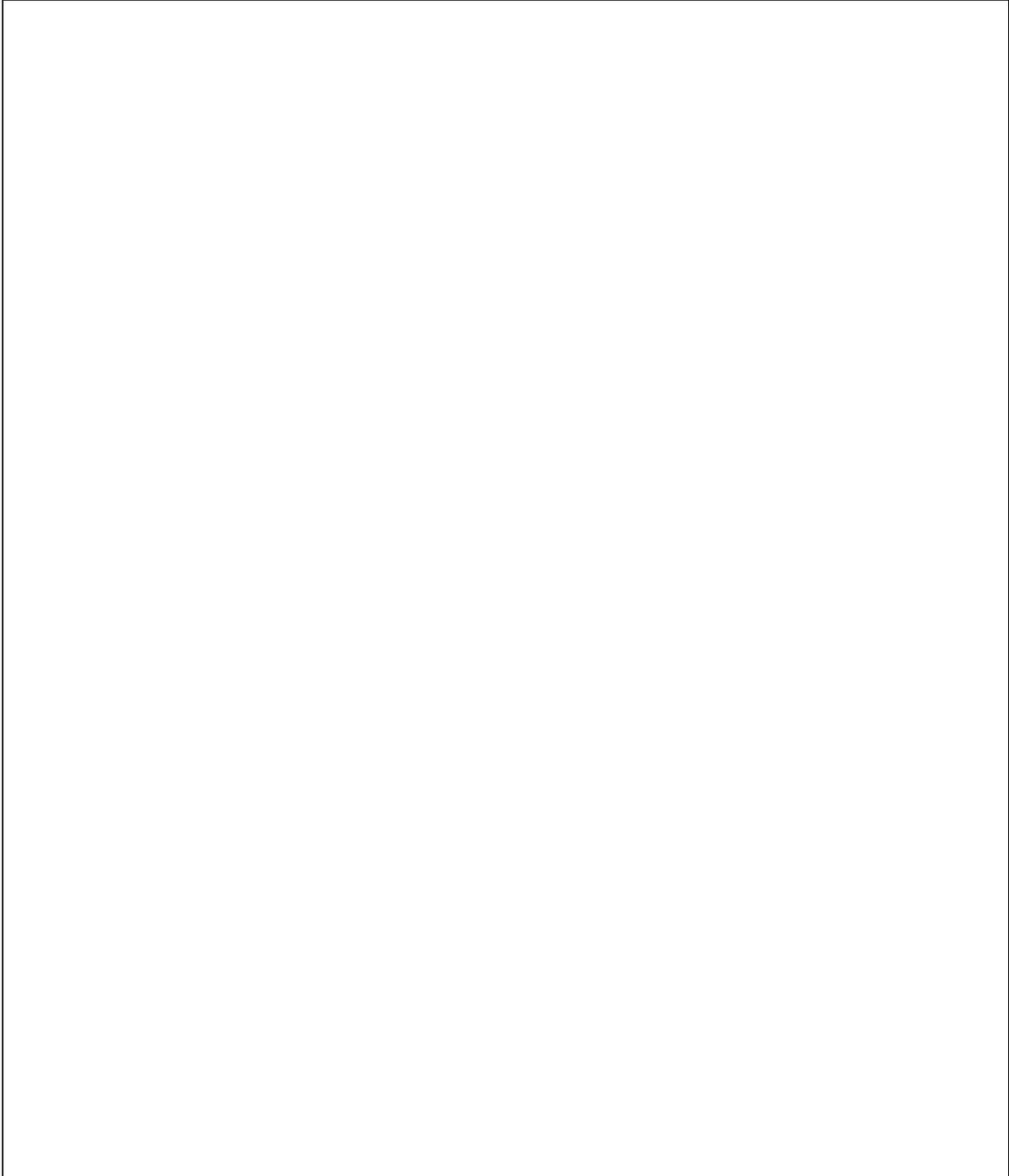
City, State, Zip \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

### Sketch of Property and Stormwater Quantity and Quality Facilities

*Instructions:*

1. Please draw the general shape of the property and indicate which way is north
2. Identify where on the site the facility(ies) is(are) located and identify them by numbers.
3. Indicate the street used to access the property, the closest cross street and any landmark(s).



**PROPERTY OWNER'S CERTIFICATION**

*(This form must be signed by the financially responsible person if an individual, or if not an individual by an officer, director, partner, or registered agent with authority to execute instruments for the financially responsible person). Type or print the following information:*

Parcel Number: \_\_\_\_\_

Property Owner:

Name: \_\_\_\_\_

Address \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_) \_\_\_\_\_

**Application for A Credit for Existing Stormwater Quality System:**

I hereby request that the City of New Port Richey review this application for a stormwater service fee credit. I further authorize the City of New Port Richey to inspect the stormwater facility(ies) located on the above identified property for the purpose of assessment for a stormwater service fee credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information should there be any change in the information provided herein.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**STORMWATER QUALITY FACILITY CALCULATIONS**

**Total Site Characteristics**

*Instructions:* Provide the following information and attach an accurate site plan

Total Site Area: \_\_\_\_\_ acres

Impervious Area:

- Paved Area: \_\_\_\_\_ acres
- Roof Area: \_\_\_\_\_ acres
- Other Impervious Area: \_\_\_\_\_ acres (explain)

Total Site Impervious Area: \_\_\_\_\_ acres (sum of the three above)

**Stormwater Facility General Information**

*Instructions:* Attach a separate sheet for each water quality facility located on the property

Facility ID: \_\_\_\_\_

Facility location On Site:

\_\_\_\_\_

Description of Facility:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of Permit Coverage:

- 17-25       MSW       ERP       Exempt  
 Other(specify): \_\_\_\_\_

Method of Treatment:

- Wet detention     Dry detention     Filtration     Detention  
 Other (describe): \_\_\_\_\_

**ENGINEER'S CERTIFICATION**

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Engineer Information:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Florida Registration Number (PE): \_\_\_\_\_

CERTIFICATION STATEMENTS

I hereby certify that I have conducted an inspection of the existing stormwater water quality facility(ies) and have determined that it(they) exists(exist) and is(are) in an acceptable state of maintenance and repair to provide the required level of stormwater water quality treatment.

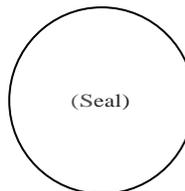
I further certify that I have reviewed the construction plans, have determined that the facility(ies) has(have) been constructed in substantial conformance with the approved plans issued by the City of New Port Richey and the SWFWMD permit, and have not been materially modified in any manner that would reduce their water quality treatment level.

I further certify that I have either (1) reviewed the permit(s) issued by the City of New Port Richey and the SWFWMD ERP facility(ies) or (2) have conducted sufficient evaluation of the constructed storm water facility(ies), and have determined that they will provide the water quality treatment volumes described in this application.

I further certify that these calculations, technical details and information provided reflect accurately the condition of the storm water quality treatment facility(ies) at the time of my inspection.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



City of New Port Richey Stormwater Utility

**RIGHT OF ENTRY**

Hereinafter termed "Owner" and the City of New Port Richey. hereinafter termed "City" in consideration of the mutual promises of the Owner and City hereinafter contained, agree upon the following terms for the entry of the City and its representatives as set forth herein upon the real estate hereinafter described:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Owner hereby grants to City, its employees, agents, consulting engineers, contractors and other representatives the right to enter upon the above described real estate on and after \_\_\_\_\_ for the purpose of inspecting on-site stormwater facilities which work shall be completed strictly in accordance with the standard practice of Public Works.

The City shall as soon as practicable after completion of the work as above described, cause all affected property of the Owner to be restored to its original condition as nearly as reasonably possible.

Owner hereby covenants with City that he/she/they is/are the true and lawful owner of the above described real estate, has/have lawfully seized of the same in fee simple, and has/have the right and full power to grant this right of entry, which right of entry shall cease to be effective on completion of the above described inspection.

Owner will not charge City rent or other compensation during the period of time City occupies the said real estate for purposes aforesaid under the provisions of this right of entry.

IN WITNESS WHEREOF, the parties have caused their respective names to be signed hereto on the \_\_\_day of \_\_\_\_\_ 20 \_\_\_\_.

\_\_\_\_\_  
OWNER

\_\_\_\_\_  
REPRESENTING THE CITY OF NEW PORT RICHEY

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Utility

# INSPECTION CHECKLIST FOR STORMWATER FACILITY

*Instructions to Inspector:*

Make contact with the authorized contact from Form I and notify of and coordinate site inspection. Authorized contact or owner need not be present for site inspection though inspector should make every effort to accommodate authorized contact's availability to accompany inspector.

Fill out the form completely only if the facility is in proper state of maintenance and repair. If not in proper repair and maintenance fill out only the "General Information" and "Maintenance and Repair" sections and return to Director of Public Works.

If site plans were supplied by Public Works and all dimensions and necessary site improvement details can be checked against the plans, then only deviations from the plans should be noted and annotated in red pen on the plans. If plans are used, check the blocks in the "Facility" and "Drainage Area" sections.

If site plans are not available or not used fill out all sections fully. Attach form (1) and return to the Public Works.

Inspector's Name: \_\_\_\_\_ Date Inspected: \_\_\_\_\_

### GENERAL INFORMATION

<i>Maintenance and Repair</i>	YES	NO
Is facility clear of debris or vegetation that may block outlet?	<input type="checkbox"/>	<input type="checkbox"/>
Is facility clear of sediment deposits, which significantly reduce storage volume?	<input type="checkbox"/>	<input type="checkbox"/>
Is facility inlet, outlet in good repair to allow proper function?	<input type="checkbox"/>	<input type="checkbox"/>
Is the facility emergency overflow in proper repair and not eroded?	<input type="checkbox"/>	<input type="checkbox"/>
Is the facility free and clear of erosion location areas?	<input type="checkbox"/>	<input type="checkbox"/>

Comments on "NO" check marks:

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(1) *Note:* A "NO" check will void the credit application. When the condition is remedied, a new application may be submitted.

Inspector's Checklist (continued) for  
Stormwater Facility Inspection

**Site Plan Available?**

Yes     No

[Check block refer reviewer to City supplied site plan. If all necessary information is not supplied on the site plan give additional information here.]

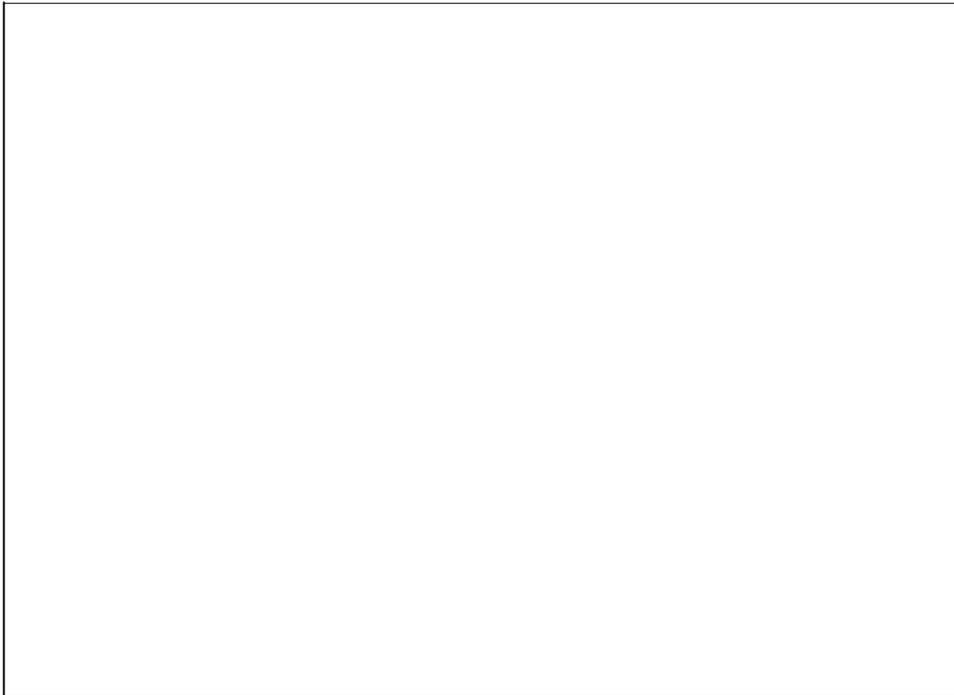
**Outlet Elevations:**

Primary \_\_\_\_\_ feet NGVD

Emergency \_\_\_\_\_ feet NGVD

**Pond Layout:**

(Provide sketch with approximate dimensions)



*Note:* Dimensions and sketch must be sufficient to calculate volume of storage area from lowest control elevation to the lowest overflow point.