

FINAL

**Adjustment and Credit
Manual**

City of Lake Worth

2012



Adjustment and Credit Manual

Table of Contents

1 Introduction	1
1.1 Definitions.....	1
2 User Fee Adjustment and Credits.....	1
2.1 User Fee Adjustments.....	1
2.1.1 Additional Stormwater Adjustments.....	2
2.2 User Fee Credits	3
2.2.1 Restrictions.....	3
2.2.2 Terms.....	3
2.2.3 Option 1. Integrated Non-Structural BMP Program Credit	4
2.2.3.1 Educational Program	4
2.2.3.2 On-Site Refuse Control Program	5
2.2.3.3 On-Site Stormwater System Maintenance and Cleaning Program	5
2.2.3.4 Paved Area Sweeping Program.....	6
2.2.3.5 Used Motor Oil Recycling Program.....	6
2.2.3.6 Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program.....	6
2.2.3.7 Landscaping for Run-Off Rate Control and Water Quality Program	6
2.2.3.8 Storm Drain Stenciling Program	7
2.2.3.9 Designated Vehicle Washing Area	8
2.2.4 Option 2. NPDES Industrial Stormwater Permit Credit	8
2.2.5 Option 3. Other Non-Structural BMP Credit	8
2.2.6 Option 4. Education Credit	9
2.2.7 Option 5. Stormwater Quality Control Structural BMP Credit	9
2.2.8 Option 6. Stormwater Volume Control Credit.....	10
2.2.9 Fee Credit Calculation – Example 1	11
2.2.10 Fee Credit Calculation – Example 2	12
2.2.11 Single Family Residential Credit.....	12
3 Application Procedures.....	1
4 Appeals.....	1
4.1 Process	1
4.2 Establishment of Stormwater Management Fees and Credits Appeals Board	1
5 Enforcement Policy.....	1

Appendix A

**Informational Notice - Adjustment and Credits for Stormwater Utility Fees
Stormwater Management Utility Forms No. 1 to 4**

Section 1

Introduction

1 Introduction

The City of Lake Worth established a Stormwater Management Utility in April 1993. The utility provides the City with the authorization to establish and collect just and equitable rates, fees, and charges for the services and facilities provided by the utility system. The City is further authorized by the Florida Statutes to construct, reconstruct, improve, and extend the Stormwater Management system.

The City's Stormwater Management Utility establishes a mechanism for billing the costs of operating and maintaining the City's stormwater management system, and financing the necessary repairs, replacements, improvements, and extensions. The City's ordinance provides the mechanisms for billing and payment, accounting for capital contributions, and establishing the Stormwater Utility Fund. This Adjustment and Credit Manual outlines the guidelines under which the City will grant adjustments and credits to stormwater user fees.

1.1 Definitions

The following definitions apply for the use of this Adjustment and Credit Manual. Words used in the singular shall include the plural, and the plural, the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined herein shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

ACCELERATED WATER EROSION. The wearing away of the land surface by stormwater runoff occurring at a much more rapid rate than geologic or normal erosion, primarily as a result of denuding the land and/or altering its slope.

ADJUSTMENT. The adjustment of the user fee assessed to a particular parcel based on the more detailed assessment of the impervious area on that parcel.

AGRICULTURAL LANDS. Those lands utilized for any agricultural use, including forestry.

APPEAL. The process of filing a dispute with the fee determination, fee adjustment or fee credit as recognized by the City.

APPLICANT. Any person, or a duly designated representative applying for a permit or other type of City, federal, or state regulatory approval to proceed with a project.

APPROVING AGENCY. The approving agency shall be the Stormwater Management Utility.

AQUIFER. An underground formation, group of formations, or part of a formation that is permeable enough to transmit, store, or yield usable quantities of water.

AS-BUILT PLANS. The final plans amended to include all locations, dimensions, elevations, capacities, features and capabilities, as actually constructed and installed.

BEST MANAGEMENT PRACTICES (BMP), Manual for Stormwater Best Management Practices, Current Edition. City manual defining acceptable programs, technologies, processes, site layout techniques and criteria, operating methods, measures, or devices that control, prevent, remove, or reduce pollution.

CHANNEL. A natural stream that conveys water. A ditch, or passageway, excavated to permit or accommodate the flow of water.

CITY. Lake Worth, Florida and its authorized agents.

CITY ENGINEER. A professional engineer designated by and representing Lake Worth, Florida or such engineer's authorized designee.

CLEARING. The removal of trees, brush, and other ground cover from all or a part of a tract of land, but shall not include mowing.

COMMISSION. The City Commission of Lake Worth, Florida.

COMPENSATING STORAGE. Equivalent floodplain storage provided to counterbalance floodplain filling.

CONCENTRATED STORM RUNOFF. Surface runoff that converges and flows primarily through water conveyance features such as swales, gullies, waterways, channels, or storm sewers and which exceeds the maximum specified flow rates of filters or perimeter controls intended to produce or control sheet flow.

CUSTOMER. The owner of any parcel that is receiving a stormwater utility fee from Lake Worth, Florida.

DETENTION or TO DETAIN. The prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of stormwater runoff into surface waters by providing temporary on-site storage.

DEVELOPMENT or DEVELOPMENT ACTIVITY. The alteration, construction, installation, demolition or removal of a structure, impervious surface, pipe, conduit, cable or line, above or below ground, or the clearing, scraping, grubbing, killing or otherwise removing the vegetation from a site; or adding, removing, exposing, excavating, leveling, grading, digging, burrowing, dumping, piling, dredging or otherwise significantly disturbing the soil, mud, sand or rock of a site.

DIRECTLY CONNECTED IMPERVIOUS AREAS. Those impervious areas which are directly connected to the City's drainage system by a ditch, storm sewer, channel, or other man-made device for the conveyance of stormwater runoff.

DISCHARGE. The flow of water from a project, site, aquifer, drainage basin, or other drainage facility.

DITCH. An artificial waterway for the purpose of irrigation or for stormwater conveyance.

DRAINAGE FACILITY. Any component of a stormwater management system.

DRAINAGE SYSTEM. All facilities used for the movement of stormwater through and from a drainage area including, but not limited to, any and all of the following:

- conduits, pipes and culverts, including appurtenant features such as catch basins, inlets, manholes, and headwalls,
- channels, ditches, flumes, curbs, streets and other paved areas, and
- all watercourses, standing or flowing bodies of water, and wetlands.

While some such facilities may be isolated in a given storm event, all are interconnected in a given drainage system for a storm event exceeding a certain magnitude.

DWELLING UNIT. Any building or portion thereof designed or used exclusively as the residence or sleeping place of one or more families, but not including a tent, cabin, trailer or trailer coach, boarding or rooming house, hotel, or mobile home.

EASEMENT. A grant by a property owner for a specified use of all or a specified portion of land to a person or the public at large.

EROSION. The wearing or washing away of soil by the action of water.

FACILITIES. Various drainage works that may include inlets, conduits, manholes, energy dissipation structures, channels, outlets, retention/detention basins, and other structural components.

FEMA. Federal Emergency Management Agency.

FOREBAYS. Areas with hardened bottoms, located at detention basin inlets, that are designed to trap coarse sediment particles by separating approximately ten percent of the basin volume from the remainder of the basin with a lateral sill, rock-filled gabions, a retaining wall, or horizontal rock filters.

FREEBOARD. The space from the top of an embankment to the highest water elevation expected for the largest design storm stored. The space is often required as a safety margin in a pond or detention basin.

FREQUENCY YEAR STORM. A rainfall event expressed as an exceedence probability with a specified chance of being equaled or exceeded in any given year, as follows:

One Year.....	100 percent
Two Year.....	50 percent
Ten Year.....	10 percent
Twenty-Five Year.....	4 percent
Fifty Year.....	2 percent
One-Hundred Year.....	1 percent

GROUNDWATER. Water below the surface of the ground, in known or defined natural channels, whether flowing or not.

HYDROGRAPH. A graph of inflow and/or discharge versus time for a selected point in the drainage system.

IMPERVIOUS SURFACE. A surface which has been compacted or covered with a layer of material so that it is resistant to infiltration by water, including semi-pervious surfaces such as compacted clay, most conventionally surfaced streets, roofs, sidewalks, parking lots, and other similar surfaces.

INSPECTOR. A person designated by the Stormwater Utility Manager who conducts the necessary inspection of stormwater related work to ensure conformance with the Approved Plan and the provisions of this chapter.

INTENSITY. The depth of accumulated rainfall per unit of time.

MAINTENANCE. The action taken to protect, preserve, or restore the as-built, functionality of any facility or system.

NONRESIDENTIAL DEVELOPED PROPERTY. A developed property that is not utilized for dwelling units with the City.

NOTICE. A written or printed communication conveying information or warning.

OPEN CHANNEL. An uncovered ditch, channel, or swale used to convey stormwater runoff.

OWNER. The person in whom the fee, ownership, dominion, or title of property (i.e., the proprietor) is vested. This term may also include a tenant, if chargeable under his lease for the maintenance of the property, and any agent of the owner or tenant including a developer.

PARCEL or PARCEL OF LAND. A tract, or contiguous tracts, of land in the possession of, owned by, or recorded as property of the same claimant person as of the effective date of the Stormwater Regulations.

PEAK RATE OF FLOW. The maximum rate of discharge resulting from a given storm event.

PERMITTEE. Any person who has been granted a permit to proceed with a project.

PERSON. Any individual, firm, corporation, governmental agency, business trust, estate, trust, partnership, association, two or more persons having a joint or common business interest, or any other legal entity.

POA (PROPERTY OWNER'S ASSOCIATION). The legally recognized, non-profit group or organization representing the interest of the property owners within a specified jurisdiction.

POSITIVE OUTLET. A gravity discharge from a basin via overland flow, artificial waterway, natural waterway, or pipe.

POST-DEVELOPMENT. The hydrologic and hydraulic condition of a project site immediately following completion of the development for which a permit has been approved.

PRE-DEVELOPMENT. The hydrologic and hydraulic condition of a project site immediately before development or construction begins.

PRIVATE. Property or facilities owned by individuals, firms, entities, corporations, and other organizations and not by local, state or federal governments.

PROFESSIONAL ENGINEER. A professional engineer licensed by the State of Florida, skilled in the practice of civil engineering and the engineer of record for the project under consideration.

PUBLIC. Property or facilities owned by local, state or federal governments.

RAINFALL INTENSITY. The depth of accumulated rainfall per unit of time.

RATE. Volume of water, or other material, per unit of time.

RECEIVING WATERS or WATER BODY. Any water body, watercourse, or wetland into which surface water flows.

RETENTION or TO RETAIN. The prevention of, or to prevent, the discharge, directly or indirectly, of a given volume of stormwater runoff into surface waters by complete on-site storage.

SEDIMENT. Solid material, whether mineral or organic, that is in suspension, is being transported, or has been moved from its place of origin by water.

SEDIMENT CONTROL DEVICE. Any structure or area that is designed to hold runoff water until suspended sediment has settled out.

SINGLE FAMILY DETACHED UNIT (SFU). The statistical average estimated to be 2,969 square feet of horizontal impervious area for each single family detached residential dwelling unit within the City and as established by Ordinance. The horizontal impervious area includes, but is not limited to, all areas covered by structures, roof extensions, patios, porches, driveways, and sidewalks.

SITE. Any tract, lot, or parcel of land or contiguous combination of tracts, lots, or parcels of land that is in one ownership, or contiguous and in diverse ownership, where development is to be performed as part of a unit, subdivision, or project.

SITE STORMWATER MANAGEMENT PLAN. Refers to the approved, detailed analysis, design, and drawings of the stormwater management system required for all construction.

FLORIDA STORMWATER MANAGEMENT AND SEDIMENT CONTROL HANDBOOK. This handbook includes all existing Florida stormwater management regulations required for individuals to submit a stormwater management and sediment reduction permit application to the Department of Health and Environmental Control.

STORM EVENT. A storm of a specific duration, intensity, and frequency.

STORMWATER OR RUNOFF. Refers to the flow of water from land which results from, and which occurs during and following a rainfall event.

STORMWATER MANAGEMENT FEES AND CREDIT APPEALS BOARD. The Stormwater Management Fees and Credit Appeal Board will advise the City Administrator on appeals to decisions rendered by the Public Services Director and will consist of three members appointed by City Commission, with at least one member having a Bachelor of Science degree in Civil Engineering or Environmental Engineering.

STORMWATER DESIGN STANDARDS. The design standards presented in the Stormwater Regulations, and such other standards that may be adopted by the City from time to time.

STORMWATER MANAGEMENT SYSTEM OR FACILITIES. Refers to the existing, designed, and/or constructed features which collect, convey, channel, store, inhibit, or divert the movement of stormwater.

STORMWATER MANAGEMENT PLAN. The technical and policy manuals, plans, regulations and/or calculations, and any subsequent updates or amendments thereto, used by the City Engineer to administer the stormwater regulations.

STORMWATER UTILITY MANAGER. Person responsible for daily operations of the Lake Worth Stormwater Management Utility and reporting to the Public Services Director.

STRUCTURE. Anything constructed or installed with a fixed location on or in the ground.

SUBGRADE. The top elevation of graded and compacted earth underlying roadway pavement.

SWALE. An artificial or natural waterway which may contain contiguous areas of standing or flowing water following a rainfall event. A swale may be planted with or otherwise contain vegetation suitable for soil stabilization, stormwater re-treatment, and/or nutrient uptake; or may be designed to accommodate or account for soil erodibility, soil percolation, slope, slope length, and contributing area, so as to prevent erosion and reduce the pollutant concentration of any discharge.

UTILITY. The stormwater management utility provided for in Ordinance No. 93-14.

VACANT LAND. A lot or parcel of land that is without any building, structure or improvement, including impervious surfaces, but does not include recreation, green or open space created

around private or public facilities nor parcels connected or contiguous thereto for the same or similar uses.

WATER BODY. Any natural or artificial pond, lake, reservoir, or other area that ordinarily or intermittently contains water, and which has a discernible shoreline.

WATERCOURSE. Any natural or artificial stream, creek, channel, ditch, canal, waterway, gully, ravine, or wash in which water flows either continuously or intermittently, and which has a definite channel, bed, or banks.

WATER QUALITY. Those characteristics of stormwater runoff from a land disturbing activity that relate to the physical, chemical, biological or radiological integrity of water.

WATER QUANTITY. Those characteristics of stormwater runoff that relate to the rate and volume of the stormwater runoff to downstream areas resulting from land disturbing activities.

WET DETENTION. A detention basin that contains a permanent pool of water that will retain runoff for a minimum period of 14 days for an average summer rainfall, and which has a littoral zone over a substantial portion of the pond surface area.

WETLAND. An area that is inundated or saturated by surface or groundwater with a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas.

WORKS. All artificial, manmade structures, including, but not limited to, canals, ditches, swales, conduits, channels, culverts, pipes, and other construction that connects to, draws water from, drains water into, or is placed in or across the waters of the state.

WATERSHED. Drainage area contributing stormwater runoff to a single point.

Section 2

User Fee Adjustment and Credits

2 User Fee Adjustment and Credits

The following procedures address both adjustments and credits for Stormwater user fees. The City grants user fee adjustments when customers identify incorrect information contained in the City's billing database. Adjustments typically occur when the City has incorrectly delineated the impervious area within a nonresidential property, or when residential customers are assigned the incorrect stormwater billing unit.

User Fee Credits are associated with the construction, operation, and maintenance of privately owned stormwater facilities that provide beneficial use to the City. Both residential and nonresidential customers can qualify for user fee adjustments and for user fee credits. **Appendix A** contains Stormwater Management Utility Forms that are used as part of the adjustment and credit policy.

The Director, Department of Public Services, or designee, will review adjustment and credit requests made during the first fiscal year that the revised stormwater user fee is imposed and when customers implement a change to their existing stormwater facility. These requests will be reviewed within a 6-month period from the date of filing of the request. Stormwater fee changes resulting from such requests shall be retroactive for the first year of the utility's revised fee structure and will not exceed one year; subsequent evaluations will allow fees to be reduced from the date of the application and will not exceed 6 months.

2.1 User Fee Adjustments

Requests for adjustment of the stormwater user fee shall be submitted through the Department of Public Services, who has authority to administer the procedures and standards, and review criteria for the adjustment of fees as established herein. All requests shall be judged on the basis of the amount of impervious area on the site the dwelling unit classification, or on the basis of runoff factors for undeveloped/partially developed land.

The following procedures shall apply to all adjustment requests of the stormwater user fee:

- Any nonresidential owner who has paid stormwater user fees, and who believes the Single Family Unit (SFU) component of his/her stormwater user fee to be incorrect, may submit an adjustment request using the Stormwater Management Utility Form No. 2.

- Any single family detached residential property can apply in accordance to Section 2.2.11.
- Any single family attached residential properties (apartments, condos, town homes, etc) can apply as nonresidential properties when stormwater practices are constructed on the property. The applicant (the Property Owners Association (POA)) can apply for credits using the Stormwater Management Utility Forms Nos. 2, 3, and 4.
- The first step in the adjustment process will be a review of the City's calculation of the impervious area. If resolution is not achieved, the City may request the customer to provide supplemental information to the Stormwater Utility Manager including, but not limited to, survey data prepared by a registered Professional Land Surveyor (P.L.S.) that represents the amount of impervious area and compacted gravel area on a parcel and/or engineering reports prepared by registered Professional Engineer (P.E.). Failure to provide such information may result in the denial of the adjustment request.
- The Director, Department of Public Services shall respond in writing to all adjustment requests. The response shall provide an explanation of adjustment approval or denial as well as requests for additional information.

Adjustment denials may be appealed to the Stormwater Management Fees and Credits Appeals Board as presented in Section 4.

2.1.1 Additional Stormwater Adjustments

In addition to the requirements presented above, adjustments may also be given when an owner meets any of the following requirements:

- The Owner demonstrates rainfall that occurs on an impervious area does not generate runoff (has no outlet), is completely watertight, and has at least 18 inches of freeboard. This adjustment is for unusual structures, such as swimming pools, hazardous material storage areas, etc. For these specific cases, a customer's SFUs will be adjusted by removing from the SFU calculation the amount of impervious area that does not generate runoff.
- The Owner demonstrates that on-site gravel is not compacted, not used for vehicular traffic, and not impervious. The City may grant adjustments for non-compacted gravel areas used for landscaping or other purposes. The City considers all compacted gravel areas (drives, storage areas, etc.) as impervious areas, and as such, no adjustment will be granted. The Director will make the decision regarding the intended purpose of gravel areas and the degree of imperviousness.
- The Owner demonstrates that the runoff factor used for undeveloped/partially developed land is too high for the parcel in question. The owner must provide information that factually represents the case for decreasing the runoff factor (i.e., land use changes, less conductivity with system hydraulics, etc.).

2.2 User Fee Credits

Nonresidential customers and private property POAs may qualify for user fee credits when they can demonstrate that their existing or proposed stormwater facilities provide the City with a cost savings that the City otherwise would incur as part of their efforts to manage stormwater. The amount of reduction will be determined by the City on a case-by-case basis. Single family detached residential customers must apply for credits as identified in Section 2.2.11.

2.2.1 Restrictions

- a. No public or private property shall receive Credit to offset Fees for any condition or activity unrelated to the City's cost of providing stormwater management services.
- b. No Credit will be applied to any parcel that reduces the Fee to an amount less than one Single Family Unit Fee.
- c. Credits will not apply to Stormwater Pollution Prevention Plan (SWPPP) Review and Inspection fees attributable to new development or redevelopment projects.
- d. Any BMP or portion(s) of the stormwater management within a permanent storm drainage easement maintained by the government (municipality, City or state), shall not be eligible for a fee credit.
- e. Credit shall only be given to the property owner of record.

2.2.2 Terms

- a. Credits will only be applied if requirements outlined in this Manual are met, including, but not limited to: completion of on-going maintenance, guaranteed right-of-entry for inspections, and submittal of annual self-reports providing documentation of system requirement compliance.
- b. Credits will be defined as percent (%) reductions applied as a Credit adjustment to the Fee calculation equation.
- c. Credits are additive for each Credit category described in Sections 2.2.3 – 2.2.8.
- d. For those single family detached property owners should refer to Section 2.2.11. For those attached residential property (apartments, condos, town homes, etc) owners can apply for credits using the Stormwater Management Utility Forms Nos. 2, 3, and 4.
- e. As long as the BMPs are functioning as approved (as demonstrated by self-certification reports and City inspections), the Credit reduction will be applied to the Fee. If the approved practice is not functioning as approved or is terminated, the Credit reduction will be cancelled and the Fee will return to the baseline calculation. Once the Credit reduction has been cancelled, a customer may not reapply for Credit for a period of 12 months and only then if the deficiency has been corrected, as determined by City inspection. (See Section 5 for more details).
- f. Credits will be applied retroactively for the first year of the revised fee program, and for the next billing cycle for the applications received after that.

2.2.3 Option 1. Integrated Non-Structural BMP Program Credit

Credits may be issued for a Site with ongoing implementation of an integrated suite of fundamental non-structural BMPs that will help the City meet its NPDES MS4 permit objectives. To receive a 10% Credit adjustment as applied to the Fee calculation equation, documentation must be provided to verify that 6 of the 9 following BMPs have been met:

BMP1:	Educational Program
BMP2:	On-Site Refuse Control Program
BMP3:	On-Site Stormwater System Maintenance and Cleaning Program
BMP4:	Paved Area Sweeping Program
BMP5:	Used Motor Oil Recycling Program
BMP6:	Sanitary Sewer/Storm Sewer Cross-Connection Inventory
BMP7:	Landscaping for Run-Off Rate Control and Water Quality
BMP8:	Storm Drain Stenciling Program
BMP9:	Designated Vehicle Washing Area

Upon receipt of completed Stormwater Credit Application, application approval, and satisfactory on-site inspection to insure that all criteria are being met, Credit will be applied. All requests will be reviewed on an individual basis with findings of the review transmitted back to the customer within sixty (60) days of receipt of a completed application.

2.2.3.1 Educational Program

Nonresidential customers who wish to receive Fee Credit for educating employees in the area of water quality awareness and protection must agree to the following minimum standards:

- a. Devote fifteen minutes per quarter (or an hour annually) to educating employees about water quality awareness and protection. Additionally, provide basic stormwater management information to new employees. Organizations will be required to submit programs or agendas to the City for environmental education sessions that will include information concerning number of attendees, time(s), place(s), and topic(s) covered during each session along with confirmation that a 50% employee participation goal was met. Pre- and post-session surveys are recommended. Topics must rotate on at least an annual basis.
- b. Post stormwater and water quality-specific educational information obtained from the City, state/federal environmental agencies, or from any other reputable educational resource center in employee frequented areas. Information posted must be clearly visible. Information topics must rotate on at least an annual basis. Copies of posted materials must be provided to the City.

- c. Distribute stormwater and water quality-specific literature obtained from the City, state/federal environmental agencies, or any other reputable educational resource center to all employees on a quarterly basis and provide copies to the City with the annual self-report. Literature topics must rotate on at least an annual basis.
- d. All materials to be used in presentations must be reviewed/approved by the City before use in this program.

Nonresidential customers who wish to receive Fee Credit for educating the City regional customer base in the area of water quality awareness and protection must agree to meet the following minimum standards:

- a. Disseminate stormwater and water quality-specific information obtained from the City, state/federal environmental agencies, or any other reputable educational resource center to customers on a quarterly basis using high traffic area kiosks, advertised special events, customer mailings, product label advertisements, public service announcements, ads, educational curricula, or other mass distribution techniques. Information topics must rotate on at least an annual basis. Copies of disseminated materials must be provided to the City along with estimates of the number of customers reached in each annual self-report.
- b. All materials to be used in presentations must be reviewed/approved by the City before use in this program.

2.2.3.2 On-Site Refuse Control Program

In order to receive Credit for the On-Site Refuse Control Program, the following minimum criteria must be satisfied:

- a. Identify or develop the organization's on-site refuse control plan and submit a copy to the City.
- b. Initiate and maintain a solid waste recycling program that meets the City's minimum recycling requirements.
- c. Keep refuse containers covered to eliminate exposure to wind, rain, and where possible, place refuse containers in areas that do not drain to storm sewers.

2.2.3.3 On-Site Stormwater System Maintenance and Cleaning Program

In order to receive Credit for the On-Site Stormwater System Maintenance and Cleaning Program, a detailed management plan for maintaining on-site (nonpublic right-of-way) stormwater structures must be submitted along with documentation that the planned activities were completed. At a minimum, the management plan must address the following structures, where applicable:

- a. Building rain gutters/downspouts – must be directed to vegetated areas wherever possible and cleaned at least annually.
- b. Catch basins – must be cleaned of litter, debris, and sediment at least once per year.

- c. Stormwater outfalls to private ditches, ravines, or creeks on private land must be cleaned at least once per year.
- d. On-site drainage ditches or channels must be cleaned of any litter and debris and obstructive vegetation should be trimmed at least once per year.

2.2.3.4 Paved Area Sweeping Program

In order to receive Credit for the Paved Area Sweeping Program, the following minimum criteria must be satisfied:

- a. Submit a detailed paved area sweeping plan to include definition of areas to be swept, frequency of sweeping (a minimum of twice per month), debris disposal method, and type of sweeper used.
- b. Provide documentation of plan implementation, such as copies of paid invoices or employee timesheets, or a certification of work accomplished prepared and signed by an officer of the company.

2.2.3.5 Used Motor Oil Recycling Program

In order to receive Credit for the Used Motor Oil Recycling Program, the following minimum criteria must be satisfied:

- a. Provide documentation to confirm disposal of used motor oil at used oil recycling sites (i.e., waste oil generated on-site by the property owner).
- b. Display the City's current list of used oil recycling sites in clearly visible and publicly frequented locations.

2.2.3.6 Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program

In order to receive Credit for the Sanitary Sewer/Storm Sewer Cross-Connection Inventory Program, the following minimum criteria must be satisfied:

- a. Conduct a visual building and grounds survey to identify and inventory the locations of all sanitary and storm sewer connection points.
- b. Provide building and site plans to the City that document the locations of all sanitary sewer and storm sewer connection points and sanitary and storm sewer line locations on a parcel of property.
- c. If instances are found where sanitary sewage plumbing is connected to a storm sewer, the cross connection must be eliminated within thirty (30) days.
- d. If any discharges are in question, the owner should contact the City to determine if elimination for the discharge is required.

2.2.3.7 Landscaping for Run-Off Rate Control and Water Quality Program

In order to receive Credit for the Landscaping and Run-Off Rate Control and Water Quality Program, the following minimum criteria must be satisfied:

- a. Develop a landscape maintenance plan for properties with landscaped areas, utilizing lawn and garden practices that reduce stormwater run-off rates and protect water quality, including, but not limited to, the following recommended practices:
 - i. Unless otherwise indicated by current soil tests, use phosphorus free fertilizer.
 - ii. Apply all yard and garden chemicals sparingly, using the correct rates and recommended times, and not before a rainstorm.
 - iii. Direct sprinklers to vegetated areas and not overlap onto impervious surfaces.
 - iv. Where turf is considered necessary, maintain it by mowing grass to a height of 2-3". If necessary, seed in the spring and fall, and aerate and de-thatch in the fall. Leave grass clippings on the lawn as a natural fertilizer.
 - v. Select hardy plants most suited to this climate and, where possible, reduce the amount of maintained turf and increase naturalized areas.
 - vi. Mulch flowerbeds, shrubs and trees to retain water on-site.
 - vii. Keep lawn and garden chemicals, garden debris, lawn clippings, and leaves off hard surfaces.

If appropriate to site conditions, the following practices are also recommended:

- viii. Landscapes should be designed to eliminate or at least minimize directly-connected impervious areas.
 - ix. Maintain a 15' to 25' filter strip of tall grass or plantings along water bodies.
 - x. Plant rain gardens in depressions that otherwise have standing water or to receive roof run-off.
- b. Provide a copy of the landscape management plan to the City along with documentation of employee training for landscape management or landscape contracts that include the above provisions.

Nonresidential customers that provide services above and beyond the basic Landscape Program described above may be eligible for additional Credit. The City will evaluate requests for additional Credit on a case-by-case basis.

2.2.3.8 Storm Drain Stenciling Program

In order to receive Credit for the Storm Drain Stenciling Program, the following minimum criteria must be satisfied:

- a. The City will provide the stencils with instructions to any owner/group interested in providing the labor.

- b. Post decals or stencil all storm drain inlets with information identifying that it drains to a local water resource. For example, “drains to river” or “drains to creek”.
- c. Provide the City with number and location of storm drains on subject parcel.
- d. Provide the City with plan for maintaining stencils/decals.

2.2.3.9 Designated Vehicle Washing Area

In order to receive Credit for the Designated Vehicle Washing Area, the following minimum criteria must be satisfied:

- a. Provide area for vehicles to be washed away from stormwater drains and water resources.
- b. Use environmentally sensitive cleaning materials.
- c. Post location of vehicle washing area.
- d. Provide the City with plan for location of vehicle washing area.

2.2.4 Option 2. NPDES Industrial Stormwater Permit Credit

The Florida Department of Health and Environmental Control, on behalf of the USEPA, requires certain types of industry to obtain and comply with an NPDES Industrial Stormwater Permit to manage and monitor stormwater runoff from industrial sites. When an NPDES Stormwater Permit issued to a nonresidential customer requires the specified industry to conduct water quality monitoring, they may be eligible for a maximum of an additional 5% Credit, if:

- a. Water quality testing results are consistently at least 10% below their permit required discharge limits during each sampling event,
- b. Copies of the water quality test results are provided to the City, and
- c. Industry is in compliance with all permit requirements.

2.2.5 Option 3. Other Non-Structural BMP Credit

Nonresidential customers seeking a credit may request unique opportunities or approaches to improving water quality. For instance, a nonresidential customer may also be an NPDES MS4 permittee that must implement a Stormwater Pollution Prevention Program for its facility. Another example might be a retail outlet that provides “Park and Ride” space to encourage use of the transit system, thereby minimizing the growth of impervious area by reducing the need for additional parking lots and travel lanes on roadways. The City will review and evaluate these types of unique requests on a case-by-case basis to determine the Credit value for a site to which the BMP is being applied. Maximum Credit for this category is 5%.

2.2.6 Option 4. Education Credit

Those schools, public or private, wishing to receive Fee Credit for educating students and employees in the area of water quality awareness and protection must agree to the following minimum standards:

- a. Devote two hours per half school year (four hours annually) to educating one grade level of students (or split between two grade levels) about water quality awareness and protection. Educational institutions will be required to submit programs or agendas to the City for environmental education sessions that will include information concerning number of attendees, time(s), place(s), and topic(s) covered during each session. The City will assist with providing materials for the education program. Pre- and post-session surveys are recommended. Topics must rotate on at least an annual basis, or become part of the curriculum for the same grade level each year.
- b. Devote fifteen minutes per quarter of school year (or an hour annually) to educating employees about water quality awareness and protection. Additionally, provide basic stormwater management information to new employees. Topics must rotate on at least an annual basis.
- c. Post stormwater and water quality-specific educational information obtained from the City, state/federal environmental agencies, or from any other reputable educational resource center student and employee frequented areas. Information posted must be clearly visible. Topics must rotate on at least an annual basis. Provide copies of posted materials to the City.
- d. Distribute stormwater and water quality-specific literature obtained from the City, state/federal environmental agencies, or any other reputable educational resource center to target students and all employees on an annual basis and provide copies to the City with the annual self-report. Topics must rotate on at least an annual basis.

Maximum credit for this category is 5%.

2.2.7 Option 5. Stormwater Quality Control Structural BMP Credit

BMPs identified in the BMP Manual will be eligible for a maximum Fee Credit of 25% if flows generated on-site are directed through the BMP in accordance with the equation presented in Appendix A based on 25-year, 24-hour storm events. This Credit will be based upon hydrologic data, water quality data, design specifications, and other pertinent data supplied by qualified, licensed professionals on behalf of property owners. Credits for on-site stormwater facilities shall be generally proportional to the benefit that such systems have on complementing or enhancing the water quality benefit to the City's stormwater management system. In order to receive Credit reduction as applied to the Fee calculation equation, property access, adequate and routine facility maintenance, and self-reporting must be provided by the property owner to the City to verify that the BMP structure is providing its intended benefit. The actual percentage received will be determined through an evaluation of the system benefits provided at the time stormwater leaves the customer's property. BMPs may provide a single benefit or a combination of benefits, in which case credits will be additive.

The percentage of Credit will be calculated using the equation shown in the Credit application (see Appendix A), with a maximum Credit of 25%. The property owner must complete and submit data that quantifies and demonstrates the achievement of water quality goals. This documentation must be prepared by a qualified, licensed professional engineer and be accompanied by testing, modeling, design, and/or construction data that substantiates the

percentage phosphorus removal and bacterial removal requirements obtained from the BMP Manual.

Nonresidential customers and private property POAs may receive credits for structural best management practices (BMPs) that provide stormwater quality enhancement. The City currently incurs operation and maintenance and capital costs associated with water quality components of the City's stormwater system. Nonresidential customers and private property POAs provide the City with cost savings by constructing new or retrofitting existing stormwater facilities to improve the quality of the City's receiving streams. Customers who apply for credits must provide supporting documentation that their existing or proposed facilities are properly designed to provide pollution reduction. Structural BMPs that are eligible for credits include, but are not limited to the following:

- Vegetated Swales and Filter Strips,
- Infiltration and Percolation Basins,
- Percolation Trenches,
- Buffer Strips and Swales,
- Porous Pavement,
- Extended (Dry) Detention Basins,
- Retention (Wet) Ponds,
- Constructed Wetlands
- Media Filtration, and
- Other Stormwater Treatment System.

Customers requesting a water quality credit must submit documentation that their facilities meet the design requirements outlined in the Manual for Stormwater Best Management Practices, FDEP, 2009.

2.2.8 Option 6. Stormwater Volume Control Credit

Stormwater volume control can be achieved through infiltration by two primary mechanisms:

- a. Careful installation of approved structural BMPs (ex. infiltration systems), or
- b. Preservation of significant vegetated open spaces.

If flows generated on-site and from upstream areas greater than 0.25 sq. mi. are directed through the BMP or are controlled with on-site vegetated open spaces, then a site is eligible for up to a maximum of 40% Credit using the equations presented in Appendix A and are based on a 25-year, 72-hour storm event. Credits for stormwater volume controls will be based upon hydrologic data, water quantity data, design specifications, and other pertinent data supplied by qualified, licensed professional engineers on behalf of property owners.

On-site volume control credits awarded for structural BMPs shall be generally proportional to the benefit that such systems have on complementing or enhancing the water quality and quantity benefits to the City's stormwater management system. Property access, adequate and routine facility maintenance, and self-reporting must be provided by the property owner to the City to verify that the BMP structure is providing its intended benefit in order to receive Credit reduction. The percentage of Credit received will be determined through an evaluation of the system benefits provided at the time stormwater leaves the customer's property. The percentage of Credit will be calculated according to the percentage of total drainage flow that does not leave the BMP, based on a 25-year, 72-hour storm event. The discharge location, volume reduction, and down gradient impact must be described. The Credit will be based on the equation presented in Appendix A.

Nonresidential customers having parcels with a total impervious area percentage less than 25% that preserve vegetated open spaces (above and beyond existing landscape requirements to meet zoning regulations) and that allow for stormwater infiltration are eligible for a volume control credit based on the equation presented in Appendix A.

2.2.9 Fee Credit Calculation – Example 1

BMPs may provide a single benefit or a combination of benefits, in which case credits will be additive. The credit options have a maximum additive credit capacity of 75%. As an example of how a Fee Credit would be applied to a new request, imagine a parcel that receives the following Credits:

1.	Integrated Non-Structural BMP Credit	8%	(max 10%)
2.	NPDES Industrial Stormwater Permit Credit	2%	(max 5%)
3.	Other Non-Structural BMP Credit	1%	(max 5%)
4.	Education Credit	0%	(max 5%)
5.	Stormwater Quality Control Structural BMP Credit	12%	(max 25%)
6.	Stormwater Volume Control Credit	20%	(max 40%)
<hr/> OPTIONS 1-6 CREDIT SUBMITAL		65%	(max 75%)

To determine the example Fee, assume the parcel has 50,000 square feet of impervious area. The baseline Fee calculation would be as follows:

$$\text{Fee} = \frac{(\text{impervious area in sq./ft.}) \times (\text{Rate})}{\text{ERU sq. ft.}}$$

$$\text{Fee} = \frac{(50,000)(\$75.60/\text{ERU}/\text{year})}{1,781 \text{ sq. ft. (ERU)}} = \$2,122.40/\text{year}$$

Assuming documentation has been provided to prove that all the Program criteria described in the Manual have been and continue to be met, this example customer would receive a 65% Credit adjustment, changing the equation to:

$$\text{Fee} = \frac{(50,000)(\$75.60/\text{ERU}/\text{year})(1-0.65)}{1,781 \text{ sq. ft. (ERU)}} = \$742.84/\text{year}$$

This is a savings of \$1,379.56 per year, for each year the Program criteria are met.

2.2.10 Fee Credit Calculation – Example 2

As an example of how a Fee Credit would be applied, a generic parcel that exists in Lake Worth has been selected and contains the following characteristics:

1.	Integrated Non-Structural BMP Credit	0%	(max 10%)
2.	NPDES Industrial Stormwater Permit Credit	0%	(max 5%)
3.	Other Non-Structural BMP Credit	2%	(max 5%)
4.	Education Credit	5%	(max 5%)
5.	Stormwater Quality Control Structural BMP Credit	0%	(max 25%)
6.	Stormwater Volume Control Credit	0%	(max 40%)

OPTIONS 1-6 CREDIT SUBMITAL		7%	(max 75%)

To determine the example Fee, the parcel has 28,500 square feet of impervious area. The baseline Fee calculation would be as follows:

$$\text{Fee} = \frac{(\text{impervious area in sq./ft.}) \times (\text{Rate})}{\text{ERU sq. ft.}}$$

$$\text{Fee} = \frac{(28,500)(\$75.60/\text{ERU}/\text{year})}{1,781 \text{ sq. ft. (ERU)}} = \$1,209.77/\text{year}$$

Assuming documentation has been provided to prove that all the Program criteria described in the Manual have been and continue to be met, this example customer would receive a 7% Credit adjustment, changing the equation to:

$$\text{Fee} = \frac{(28,500)(\$75.60/\text{ERU}/\text{year})(1-0.07)}{1,781 \text{ sq. ft. (ERU)}} = \$1,125.09/\text{year}$$

This is a savings of \$84.68 per year, for each year the Program criteria are met.

2.2.11 Single Family Residential Credit

As a result of development trends, topography, geologic conditions, and hydrologic situations, certain single family detached residential homes have unique characteristics and impact the City's stormwater management system to a lesser degree than most other homes in the City. Based upon discussions with property owners, City officials, and site visits, the recommendation is made to allow limited credit to those property owners that have a unique property configuration and/or create a situation that discharges less runoff to the City system. The following specifies the conditions that must be satisfied to award a credit to a single family detached home:

If a property owner installs/modifies the runoff using any of the following practices, a maximum reduction in the stormwater charge = to 4% can be awarded by the City:

- A. Installs Rain barrel (s) at the outlet of all down spouts (volume = 55 gallon/rain barrel)

- B. Existing parcel retains the volume from a ¼ inch rainfall event without discharge from the parcel. This can be accomplished by existing terrain or modifications to retain the water through using berms or other techniques.

The property owner must complete Form No. 1 (Appendix A) and submit to the City as indicated. Pictorial documentation must be provided to validate the situation for which a credit is requested, and if required by the City, calculations to support the capability to store rainfall on that property.

Section 3

Application Procedures

3 Application Procedures

A property owner seeking a Fee Credit must comply with the procedures outlined in this Manual and must submit a Fee Credit application (provided in Appendix A). All information necessary for the Stormwater Utility Manager to make a determination must be supplied as outlined in the Manual and the Credit application. Failure to comply with the procedures outlined in the Manual will result in a denial of the Credit application.

In cases requiring a hydrologic analysis, a qualified professional engineer registered in the State of Florida must prepare and certify the documentation provided to verify the hydrologic benefit.

Section 4

Appeals

4 Appeals

4.1 Process

Any person disagreeing with the interpretation or application of a provision in this manual, or the related laws or ordinances pertaining to Stormwater Management in Lake Worth, may appeal in writing by using Stormwater Management Utility Form No. 3.

All appeals will be processed first through the Stormwater Management Fees and Credits Appeals Board, for a recommendation, and then to the Lake Worth, City Manager for final decision.

Any person still aggrieved may appeal the City Administrator's decision to a court of competent jurisdiction.

4.2 Establishment of Stormwater Management Fees and Credits Appeals Board

There is hereby established a Stormwater Management Fees and Credits Appeals Board for the purpose of advising the City Administrator on appeals to decisions rendered by the Director of Public Services, or his designee, in the determination of the correct amount of impervious surface located on a person's property and the proper application of the adopted mathematical calculation to determine the required stormwater fee and/or any adjustments to that fee provided for in Section 2.1 of this manual.

The Board shall also advise the City Administrator on appeals to decisions rendered by the Director of Public Works and the City Engineer on applications for User Fee Credits provided for in Section 2.2 of this manual.

The Board shall consist of three members appointed by City Council for two year terms. At least one member of this Board should hold a Bachelor of Science degree in Civil Engineering or Environmental Engineering.

Section 5

Enforcement Policy

5 Enforcement Policy

The City reserves the right to review the application for accuracy and/or inspect and review documentation confirming the provision of the BMPs at any time. If, after its review or inspection, the City finds the application to be inaccurate or the projected level of service is not being provided or continued, the customer will be notified in writing and given 45 days to correct the deficiency. The property owner must provide written documentation to the City Engineer within 45 days of the original notice by the City Engineer that the BMP is being provided or continued as agreed in addition to such evidence as the City Engineer reasonably requires showing that the deficiency has been corrected. If, in the opinion of the City Engineer, the deficiency is not satisfactorily corrected, the Fee Credit attributable to the deficiency will be terminated on the following billing cycle and will remain in effect for a minimum of 12 months. Reapplication for Fee Credit will not be reviewed until the delinquent BMP has been adequately reinstated for three continuous months and evidence of the corrections has been provided with the reapplication.

Annual self-reports will be required every July 31st to document service provision for the preceding calendar year. If the self-reports are incomplete or are not submitted to the City by the required date, the property shall be considered to be in non-compliance with the Credit Program requirements. Non-compliant properties will lose the Credit benefit and the Fee Credit suspension will remain in effect for a minimum of 3 months and will not be reinstated until the complete annual report is received with documentation that the program is being implemented as intended.

Once the Credit reduction has been canceled, a customer may not reapply for that particular Credit for a period of 12 months and then only if the deficiency has been corrected, as determined by the City inspection. It will be the responsibility of the customer to prove the stormwater management goals are met prior to the Credit being reissued.

All structural water quality control systems that are not listed in the BMP Manual may require, at the request of the City and at no cost to the City, periodic certified laboratory water quality sampling and reporting to insure that the water quality standards are being met.

APPENDIX A

Contents:

1. Informational Notice - Adjustment and Credits for Stormwater Utility Fees
2. Stormwater Management Utility Forms No. 1 to 4



INFORMATIONAL NOTICE

ADJUSTMENTS AND CREDITS

FOR

STORMWATER UTILITY FEES

Lake Worth, Florida

Item 1. Review individual stormwater utility fee charge to property and if there are questions/ problems with charge:

- A. Single Family Small (<1,714 Sq. Ft.) = 0.58 SFU,
Medium (From 1,714 Sq.Ft. to 4,427 Sq. Ft. = 1 SFU),
Large (>4,428 Sq. Ft.) = 1.49 SFU
- B. Multi Family Apartment = 0.46 SFU,
Condominium = 0.29 SFU,
Townhome = 0.61 SFU,
Mobile Home = 0.68 SFU
- C. Non-Residential Non-Residential = Total Impervious Area divided
by 2,969 Sq. Ft.

Example 50,000 Sq. Ft. divided by 2,969 Sq. Ft. = 16.8 SFU

Item 2. Fill out Form No. 1, Residential SFU Adjustment if disagree with stormwater utility charge.

Item 3. Fill out Form No. 2, Non-Residential SFU Adjustment if disagree with stormwater utility charge.

Item 4. Fill out Form 3, Petition to Appeal (for item 2 or 3 above).

Item 5. Single Family Homes

Item 5-1 If a property owner installs/modifies the run-off using any of the following practices, a maximum reduction in the stormwater charge = to 4% can be awarded by the City:

- A. Installs rain barrel(s) at the outlet of all down spouts (volume = 55 gallons/rain barrel).
- B. Existing parcel retains the volume from a ¼ - inch rainfall event without discharge from the parcel. This can be accomplished by existing terrain or modifications to retain the water through using berms or other techniques.

Item 6. Other Developed Properties

Item 6-1. If there is “some type of stormwater facility” on your property, fill out Form No. 4 – Credit Adjustment. If you know the SFWMD ERP Number, send the number and copy (if available) to the address below.

Item 6.2 If there is “some type of stormwater facility” on your property, proceed to <http://www.lakeworth.org/> and follow the links to the Stormwater Utility section, review the Adjustment and Credit manual to determine the type of credit and potential percentage reduction for your property.

Item 6.3 If there is “some type of stormwater facility” on your property, refer to the attached table for range of credit by Option 1 to Option 6.

Options for Receiving Credit Toward Stormwater Fee

1. Integrated Non-Structural BMP Credit	Max 10%
2. NPDES Industrial Stormwater Permit Credit	Max 5%
3. Other Non-Structural BMP Credit	Max 5%
4. Education Credit	Max 5%
5. Stormwater Quality Control Structural BMP Credit	Max 25%
6. Stormwater Volume Control Credit	Max 40%
<hr/>	
Options 1 – 6 Credit Submittal	Max 75%

Item 7. For specific questions call:

Mr. Jamie B Brown (Assistant Public Services Director)

561-586-1720

Item 8. Submit completed forms to:

Mr. Jamie B Brown (Assistant Public Services Director)

City of Lake Worth 1749 3rd Avenue South, 33460

jbrown@lakeworth.org

Attention: Stormwater Adjustments and Credits



**LAKE WORTH, FLORIDA
STORMWATER MANAGEMENT UTILITY
RESIDENTIAL SFU ADJUSTMENT
FORM NO. 1**

DATE:

CONTACT NAME:

TELEPHONE:

PARCEL ADDRESS:

MAILING ADDRESS:

TYPE OF DEVELOPMENT:

PARCEL I.D. #:

PARCEL AREA (square feet):

ASSESSED SFUs:

TYPE OF RESIDENTIAL UNIT (CHECK APPROPRIATE BOX):

- | | | |
|---|--|---|
| <input type="checkbox"/> Small Single Family 0.58 SFU | <input type="checkbox"/> Average Single Family 1.0 SFU | <input type="checkbox"/> Large Single Family 1.49 SFU |
| <input type="checkbox"/> Apartment 0.46 SFU | <input type="checkbox"/> Townhouse 0.61 SFU | <input type="checkbox"/> Condo 0.29 SFU |
| <input type="checkbox"/> Mobile Home 0.68 SFU | | |

REASON FOR SFU ADJUSTMENT:

- Single family home, condominium, or mobile home is being billed incorrect SFUs
- Townhouse unit being billed more than 0.61 SFU.
- Apartment or multi-family complex is being billed more SFUs than the number of units in complex.

Number of SFUs being billed: _____

Number of Units in complex: _____

Other, explain

APPLICANT'S SIGNATURE:

APPLICATION REVIEWED BY:

APPLICATION APPROVED: Yes No

COMMENTS:



**LAKE WORTH, FLORIDA
STORMWATER MANAGEMENT UTILITY
NON-RESIDENTIAL SFU ADJUSTMENT
FORM NO. 2**

DATE:

CONTACT NAME:

TELEPHONE:

PARCEL ADDRESS:

MAILING ADDRESS:

TYPE OF DEVELOPMENT:

PARCEL I.D. #:

PARCEL AREA (square feet):

ASSESSED SFUs:

REASON FOR SFU ADJUSTMENT:

CONDITION 1: Incorrect amount of impervious area

CONDITION 2: Gravel areas not used for regular vehicular traffic (ingress/egress or parking) calculated as impervious area on utility bill

Other, explain: _____

If Condition 1 is checked, complete the following:

Property Impervious Area _____ (sq ft)

Revised Number of SFUs⁽¹⁾ _____

If Condition 2 is checked, complete the following:

Non-vehicular Gravel Area _____ (sq ft)

Revised Number of SFUs⁽²⁾ _____

APPLICANT'S SIGNATURE:

APPLICATION REVIEWED BY:

DATE:

APPLICATION APPROVED: Yes No

CONDITIONS OF APPROVAL OR REASON FOR DENIAL AND COMMENTS:

⁽¹⁾ Revised number of SFUs = Property's impervious area divided by 2,969.

⁽²⁾ Revised number of SFUs = Billed number of SFUs – [(Non-vehicular gravel area divided by 2,969)]



**LAKE WORTH, FLORIDA
STORMWATER MANAGEMENT UTILITY
PETITION TO APPEAL
FORM NO. 3**

DATE:

CONTACT NAME:

TELEPHONE:

PARCEL ADDRESS:

MAILING ADDRESS:

TYPE OF DEVELOPMENT:

PARCEL I.D. #:

PARCEL AREA (square feet):

ASSESSED SFUs:

COMPLAINT #:

TYPE OF DEVELOPMENT (Check one)

Residential

Non-residential

Reason for Appeal (State where a City ruling, interpretation, or order is erroneous and attach a copy of said ruling, interpretation or order from the City, or specify City provision or applicable City Code exemption):

The Appeal has been reviewed by the City's Stormwater Appeals Board on _____ 20 _____.
On this date, The Stormwater Appeals Board

Approved Denied the requested appeal.

Comments or conditions:



**LAKE WORTH, FLORIDA
STORMWATER MANAGEMENT UTILITY
CREDIT ADJUSTMENT
FORM NO. 4**

DATE:

CONTACT NAME:

TELEPHONE:

PARCEL ADDRESS:

MAILING ADDRESS:

TYPE OF DEVELOPMENT:

PARCEL I.D. #:

PARCEL AREA (square feet):

ASSESSED SFUs:

INCLUDE THE FOLLOWING ATTACHMENTS AS NECESSARY:

Location Map

Site Photographs

Site development plan

Plans/Drawings of existing Management Facility

SFWMD ERP (copy or number)

Description of Stormwater Management Structure

Inspection and Maintenance records for existing Stormwater Facility

SUMMARIZE BELOW BASIS FOR APPLICATION FOR STORMWATER MANAGEMENT UTILITY FEE ADJUSTMENT:

APPLICANT'S SIGNATURE:

APPLICATION REVIEWED BY:

DATE:

APPLICATION APPROVED: Yes No Fee Reduction (%) _____

CONDITIONS OF APPROVAL OR REASON FOR DENIAL AND COMMENTS:

