



# **DeKalb County**

# **Stormwater Utility Fee**

# **Credit Manual**

June 2011



# STORMWATER UTILITY CREDIT SYSTEM

In 1972 Congress passed the Clean Water Act. The Clean Water Act in turn created the National Pollutant Discharge Elimination System (NPDES) to control water pollution by regulating the discharge of pollutants to waterways. The Georgia Environmental Protection Division (EPD) issues NPDES permits that allow DeKalb County to perform the activities necessary to maintain, repair, and upgrade stormwater drainage systems. It is essential for DeKalb County to maintain an effective stormwater drainage system in order to protect citizens from flooding, preserve and enhance the environmental quality of area watersheds, and to comply with NPDES requirements.

DeKalb County established a Stormwater Utility and corresponding fee effective January 1, 2004. The Stormwater Utility Program develops and maintains the Stormwater Utility database, determines the Stormwater Utility fee for each property and administers the Stormwater Utility fee credits.

Stormwater Utility fees supporting the DeKalb County stormwater program are based on the proportionate burden each property places on the County system for the safe conveyance and disposal of stormwater runoff. The utility fees collected from property owners are used by the County to mitigate the damaging effects of changes in flow rate, volume and pollutant content of stormwater runoff from each property. Impervious ground cover is used to represent the degree to which County services are required to address these changes associated with urban development. To the extent that property owners mitigate the degrading effects of stormwater runoff before discharging to the County system (essentially pre-treating their stormwater runoff), the burden placed on the County system is somewhat less than if no such mitigation were present. Therefore, the utility fees for properties having certain stormwater management facilities are reduced through a credit system to recognize the benefits of privately owned and managed facilities.

## STORMWATER UTILITY FEE CREDITS

Property owners of developed land may receive a stormwater utility fee credit for privately owned and maintained on-site systems or facilities. In establishing the criteria for stormwater utility fee credits, guidelines provided by the DeKalb County Development Department and the Georgia Stormwater Management Manual (<http://www.georgiastormwater.com/>) were adopted. These guidelines are intended to alter the hydrologic response of developed lands to more closely resemble natural, undeveloped runoff conditions.

### Eligibility Requirements for a Stormwater Utility Fee Credit

Stormwater Utility fee credits are offered in four categories, each of which corresponds to the categories of management described in the Unified Stormwater Sizing Criteria of the Georgia Stormwater Management Manual. A property owner may receive stormwater credits in ten (10) percent increments for each of the following criteria that are met. The maximum credit that can be received is forty (40) percent of the stormwater utility fee applicable to a property.

1. *Water Quality*
  - a. Water Quality Requirement – Design, construct and maintain stormwater facilities that meet the requirements of the Georgia Stormwater Management manual to treat runoff from all storms of 1.2 inches or less precipitation depth to a level that will reduce the Total Suspended Solids load from the effected impervious area by an annual amount of 80 percent.
2. *Channel Protection*
  - a. Channel Protection Requirement – Provide extended detention of the 1-year storm (3.36 inches) such that the volume is released over a 24-hour period to reduce bank-full flow conditions and downstream channel scour.
3. *Overbank Flood Protection*
  - a. Overbank Flood Protection Requirement – Provide peak discharge control such that the peak runoff rate for a 25-year design storm from the effected impervious area does not exceed 90 percent of the rate under undeveloped conditions.
4. *Extreme Flood Protection*
  - a. Extreme Flood Protection Requirement – Provide peak discharge control such that the peak runoff rate for a 100-year design storm from the effected impervious area does not increase the runoff rate under undeveloped conditions at the property boundary line or at any location within a downstream drainage area equal to 10 times the area of the effected impervious area.

#### Eligibility Requirements for 100 Percent Stormwater Utility Fee Credit

Property owners of developed land may receive a 100 percent credit against their stormwater utility fee if there is no stormwater discharge from the property to the County stormwater system, including all manmade structures and natural watercourses.

Onsite disposal of runoff on an annual as well as a 100-year storm event basis through storage, infiltration, and/or evaporation must be documented in a technical report.

#### **Stormwater Credit Application**

Applicants must submit a credit application (Appendix B) between January 1 and March 31 of the year the credit is to be applied. The instructions for the application are included in Appendix A.

Applicants must submit the following documentation with their credit application:

- A site plan showing effected impervious areas, the drainage patterns, the contributory drainage areas, and the location of the stormwater management facilities.
- A description of the stormwater facilities.
- Documentation that the design and construction of the facilities meet one or more criteria for the fee credit, this is normally in the form of a technical report.
- An Operation and Maintenance Plan for the facilities that designates the entity responsible for the continued maintenance and proper performance of the facility.

- Certification by a professional engineer licensed in Georgia that items 1-4 are accurate and complete. *This requirement does not apply to residential properties.*

Once a credit application is approved the credit shall remain in force for a period of three years. After three years a renewal application must be submitted (see Appendix C). The credit renewal application must be sealed by a professional engineer licensed in Georgia and must certify that the facility has been inspected and continues to operate as described in the original credit application. If substantive changes have occurred on the property, with the facility, or within the contributory drainage area, a new application must be prepared.



## **DeKalb County Stormwater Utility Fee Credit Application Instructions**

Submittal of this application signifies the intent to submit a full and complete stormwater credit application by March 31 of the year to which the fee credit will be applied. By submitting this application form, the property owner indicates that he/she has reviewed the criteria for stormwater utility fee credits and asserts that the property listed below is eligible for a stormwater utility fee credit.

### **Eligibility Requirements for Stormwater Utility Fee Credits**

Property owners of developed land may receive a stormwater utility fee credit for privately owned and maintained on-site systems or facilities. Stormwater Utility fee credits shall be determined based on the technical requirements and the design and performance standards contained in the DeKalb County Code and the Georgia Stormwater management manual, <http://www.georgiastormwater.com>, as may be updated or amended from time to time. Stormwater utility fee credits may total up to 40 percent of the utility fee applicable to a property, and shall be granted in the following increments:

1. *Water Quality*
  - a. 10% credit for on-site systems or facilities sized and functioning to meet Water Quality requirements in accordance with the DeKalb County code and the *Georgia Stormwater management Manual*, as may be updated or amended from time to time.
2. *Channel Protection*
  - a. 10% credit for on-site systems or facilities sized and functioning to meet Channel Protection requirements in accordance with the DeKalb County code and the *Georgia Stormwater management Manual*, as may be updated or amended from time to time.
3. *Overbank Flood Protection*
  - a. 10% credit for on-site systems or facilities sized and functioning to meet Overbank Flood Protection requirements in accordance with the DeKalb County code and the *Georgia Stormwater management Manual*, as may be updated or amended from time to time.
4. *Extreme Flood Protection*
  - a. 10% credit for on-site systems or facilities sized and functioning to meet Extreme Flood Protection requirements in accordance with the DeKalb County code and the *Georgia Stormwater management Manual*, as may be updated or amended from time to time.
5. *Any credit allowed against the utility fee is conditioned on:*
  - a. Continuing compliance with the county's design and performance standards as stated in the Georgia Stormwater management manual as may be updated or amended from time to time.

- b. Continuing provision of the systems or facilities provided, operated and maintained by the property owner or owners upon which the credit is based. The county may revoke any credit at any time for non-compliance with this Article.

### **Eligibility Requirements for 100 Percent Credit**

Property owners of developed land may receive a 100 percent credit against their stormwater utility fee if there is no stormwater discharge from the property to the County stormwater system, including all manmade structures and natural watercourses.

Onsite disposal of runoff on an annual as well as a 100-year storm event basis through storage, infiltration, and/or evaporation must be documented in a technical report.

### **Performance Criteria for Stormwater Utility Fee Credits**

The current performance criteria used to determine compliance with the stormwater ordinance criteria for stormwater utility fee credits include:

#### **1. Water Quality**

- a. Water Quality Requirement – Design, construct and maintain stormwater facilities that meet the requirements of the Georgia Stormwater Management manual to treat runoff from all storms of 1.2 inches or less precipitation depth to a level that will reduce the Total Suspended Solids load from the effected impervious area by an annual amount of 80 percent.

#### **2. Channel Protection**

- a. Channel Protection Requirement – Provide extended detention of the 1-year storm (3.36 inches) such that the volume is released over a 24-hour period to reduce bank-full flow conditions and downstream channel scour.

#### **3. Overbank Flood Protection**

- a. Overbank Flood Protection Requirement – Provide peak discharge control such that the peak runoff rate for a 25-year design storm from the effected impervious area does not exceed 90 percent of the rate under undeveloped conditions.

#### **4. Extreme Flood Protection**

- a. Extreme Flood Protection Requirement – Provide peak discharge control such that the peak runoff rate for a 100-year design storm from the effected impervious area does not increase the runoff rate under undeveloped conditions at the property boundary line or at any location within a downstream drainage area equal to 10 times the area of the effected impervious area.

### **Credit Application Process**

Applicants for stormwater utility fee credits must submit a credit application (Appendix B) by March 31 of the year to which the credit will be applied.

DeKalb County reviews each application and either approves an application, reject an application, or requests additional information from an applicant. The applicant will receive notice within 45 days of receipt of a completed application and supporting documents.

If a credit application is approved the credit shall remain in force for a period of three years. After three years a renewal application must be submitted. The credit renewal application must be sealed by a professional engineer licensed in Georgia and must certify that the facility has been inspected and continues to operate as described in the original credit application. If substantive changes have occurred on the property, with the facility, or within the contributory drainage area, a new application must be prepared.

*In the event a property owner fails to submit a credit application prior to the deadline, an appeal of stormwater utility fees on the basis of credit eligibility may be submitted to the Director of Public Works.*

### **Required Supporting Documentation**

Before DeKalb County will review a credit application a complete set of supporting documentation must be provided. Supporting documentation includes:

1. A site plan showing effected impervious areas, the drainage patterns, the contributory drainage areas, and the location of the stormwater management facilities.
2. A description of the stormwater facilities.
3. Documentation that the design and construction of the facilities meet one or more criteria for the fee credit, this is normally in the form of a technical report.
4. An Operation and Maintenance Plan for the facilities that designates the entity responsible for the continued maintenance and proper performance of the facility.
5. Certification by a professional engineer licensed in Georgia that items 1-4 are accurate and complete. *This requirement does not apply to residential properties*

If you require assistance with completing the application or with providing the requested material, please contact the Stormwater section of Roads and Drainage at (404) 297-4464.

The completed application and supporting documentation must be submitted to:

Director  
Public Works Department  
Roads and Drainage Division  
727 Camp Rd.  
Decatur, GA 30032

The application must be received by March 31 of the year to which the credit will be applied.



## DeKalb County Stormwater Utility Fee Credit Application

Submittal of this application signifies the intent to submit a full and complete stormwater credit application by March 31 of the year to which the fee credit will be applied. By submitting this application form, the property owner indicates that he/she has reviewed the criteria for stormwater utility fee credits and asserts that the property listed below is eligible for a stormwater utility fee credit.

Applications are accepted from January 1 to March 31 of the year for which a credit is sought.

Detailed documentation to support this request for a utility fee credit must be submitted with the completed application. Failure to submit the required documentation may result in rejection of the application.

The documentation must include:

1. A site plan showing effected impervious areas, the drainage patterns, the contributory drainage areas, and the location of the stormwater management facilities.
2. A description of the stormwater facilities.
3. Documentation that the design and construction of the facilities meet one or more criteria for the fee credit, this is normally in the form of a technical report.
4. An Operation and Maintenance Plan for the facilities that designates the entity responsible for the continued maintenance and proper performance of the facility.
5. Certification by a professional engineer licensed in Georgia that items 1-4 are accurate and complete. *This requirement does not apply to residential properties*

The completed application and supporting documentation must be submitted to:

Director  
Public Works Department  
Roads and Drainage Division  
727 Camp Rd.  
Decatur, GA 30032

The application must be received by March 31 of the year to which the credit will be applied.

## DeKalb County Stormwater Utility Fee Credit Application

Name of Property Owner/Applicant \_\_\_\_\_

Description of Property \_\_\_\_\_

Complete Tax Map Parcel ID      District \_\_\_\_\_      Landlot \_\_\_\_\_      Block \_\_\_\_\_      Lot \_\_\_\_\_

Name of Applicant's Representative \_\_\_\_\_

Address of Applicant's Representative \_\_\_\_\_

Daytime Telephone \_\_\_\_\_

Description and type of stormwater management facilities for which credit(s) should be considered:

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



\_\_\_\_\_  
Printed Name of Property Owner/Authorized Representative

\_\_\_\_\_  
Signature of Property Owner/Authorized Representative

\_\_\_\_\_  
Date

If you need assistance with the application, contact the Stormwater Program at (404) 297-4464

## **DeKalb County Stormwater Utility Fee Credit Renewal Application**

Submittal of this application signifies the intent to submit a full and complete stormwater credit renewal application by March 31 of the year to which the fee credit renewal will be applied. By submitting this application form, the property owner indicates that he/she still meets the criteria for stormwater utility fee credits and asserts that the property listed below continues to be eligible for their approved stormwater utility fee credit.

Applications are accepted from January 1 to March 31 of the year for which a credit renewal is sought.

Documentation to support this request for a utility fee credit renewal must be submitted with the completed renewal application. Failure to submit the required documentation may result in rejection of the renewal application.

The documentation must include:

1. A seal by a professional engineer licensed in the state of Georgia certifying that the facility has been inspected and continues to operate as described in the original credit application.

If substantive changes have occurred on the property, with the facility, or within the contributory drainage area, a new application must be prepared.

The completed application and supporting documentation must be submitted to:

Director  
Public Works Department  
Roads and Drainage Division  
727 Camp Rd.  
Decatur, GA 30032

The application must be received by March 31 of the year to which the credit renewal will be applied.

## DeKalb County Stormwater Utility Fee Credit Renewal Application

Name of Property Owner/Applicant \_\_\_\_\_

Description of Property \_\_\_\_\_

Complete Tax Map Parcel ID      District \_\_\_\_\_      Landlot \_\_\_\_\_      Block \_\_\_\_\_      Lot \_\_\_\_\_

Name of Applicant's Representative \_\_\_\_\_

Address of Applicant's Representative \_\_\_\_\_

Daytime Telephone \_\_\_\_\_

Description and type of stormwater management facilities for which you receive credit(s)

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

Previous Credit Amount and Date \_\_\_\_\_



Printed Name of Property Owner/Authorized Representative \_\_\_\_\_

Signature of Property Owner/Authorized Representative \_\_\_\_\_

Date

If you need assistance with the application, contact the Stormwater Program at (404) 297-4464

## **DeKalb County Stormwater Utility Fee Credit Renewal Application Professional Engineer Certification**

Name of Property \_\_\_\_\_

Complete Tax Map Parcel ID    District \_\_\_\_\_    Landlot \_\_\_\_\_    Block \_\_\_\_\_    Lot \_\_\_\_\_

Name of Professional Engineer  
and Company \_\_\_\_\_

Company Address \_\_\_\_\_

PE Contact Telephone \_\_\_\_\_

I hereby certify that I have inspected the facility and it continues to operate as described in the original application in the following areas (initial and date):

Water Quality \_\_\_\_\_

Channel Protection \_\_\_\_\_

Overbank Protection \_\_\_\_\_

Extreme Flood Protection \_\_\_\_\_

Previous Credit Amount and Date \_\_\_\_\_



\_\_\_\_\_  
Printed Name of Property Owner/Authorized Representative

\_\_\_\_\_  
Signature of Property Owner/Authorized Representative

\_\_\_\_\_  
Date

If you need assistance with the application, contact the Stormwater Program at (404) 297-4464