

SECTION 1. GENERAL INFORMATION

A stormwater credit is a reduction in the stormwater service fee for property owners that build and maintain a stormwater detention/retention facility that will reduce the impact of stormwater runoff. A credit of 40% of the stormwater service fee is available for a customer with a well-designed, constructed and maintained detention/retention facility.

DEFINITIONS

Credit: A reduction in a customer's stormwater service fee for construction of a detention/retention facility that reduces the impact of stormwater runoff.

Detention Facility: A facility that provides temporary storage of stormwater in ponds, parking lots, depressed areas, underground vaults and/or pipes and used to release the increased post developed runoff at a rate equal to or less than the pre-developed runoff.

Retention Facility: A facility that has a permanent pool of water throughout the year and treats the runoff of each rainfall event through gravitational settling and biological uptake until it is displaced by the runoff from the next rainfall event.

Reservoir Routing: An engineering technique described as the computation of the movement and attenuation of an inflow hydrograph as it passes through the detention/retention facility, resulting in a discharge hydrograph at the outlet end of the detention/retention facility, and accounts mathematically for the effects of storage on flow through the detention/retention facility.

Stormwater: Surface and/or piped drainage flow created by rainfall or the melting of snow.

SECTION 2. POLICIES AND PROCEDURES

GENERAL POLICIES

1. The stormwater credit is available to all properties, other than single-family residential properties, in which the owners have constructed stormwater detention/retention facilities and maintain them in accordance with City standards.

2. To receive credit the property owner must insure that: (1) the detention/retention facility meets the City's Development Regulations design, construction and maintenance standards in effect at the time of construction; (2) a complete Credit Application Form signed by the owner (or his/her authorized agent) has been submitted; (3) provide to the City a Right-of-Entry Form signed by the property owner. (See Appendix for Application Form and Right-of-Entry Form).
3. The credit will be available upon successful completion of the application process and approval of the newly constructed detention/retention facility by the City Engineer. The credit shall remain in effect as long as the detention/retention facility is maintained in a satisfactory condition.
4. Upon approval of the application, the credit shall be applied to the customer's next billing cycle.

APPLICATION PROCEDURES

1. The owner or his representative is responsible for filling out the application and submitting it to the City. The application package can be picked up at the City Engineer's office located at 18 South Clayton Street, Lawrenceville, Georgia.
2. A site plan, erosion and sediment control plan and hydrology study prepared by an engineer licensed in Georgia shall be attached to the application. The site plan and erosion and sediment control plan will show the location of the proposed detention/retention facility and the grading and best management practices necessary to construct the structure. The pond(s) shall be designed using the SCS method and reservoir routing to compare pre-developed vs. post-developed flow rates. A maximum Curve Number (CN) of 60 shall be use for the pre-developed calculations.
3. All drainage, hydrology and reservoir routing calculations shall be performed to meet the requirements of the City's Storm Water Design Manual.
4. For commercial developments with multiple business owners (i.e. tenants with a City utility account), each tenant is eligible to receive a stormwater credit. For owners of commercial developments that pursue stormwater credits for the tenants within the commercial development, only the completed application form signed by the tenant is necessary for each business that requests a stormwater credit from the City. The

rest of the information required for tenants to receive a stormwater credit (i.e. site plan, erosion & sediment control plan, hydrology study) shall be submitted by the commercial development owner.

5. When the construction of the detention/retention facility is completed, the facility shall be inspected by the City to insure it is constructed as designed. If approved through inspection, the stormwater credit will be put into effect and will appear in the billing period as stated above.
6. If the detention/retention facility fails inspection, a letter will be provided to the owner outlining the reason for failure and steps necessary to bring the facility into compliance and be eligible for the stormwater credit.
7. The owner shall provide to the City an electronic as-built of the approved detention/retention facility as required by the Development Regulations.

FACILITY MAINTENANCE

It is the property owner's responsibility to insure that a detention/retention facility operates as designed and to perform all routine maintenance. Facilities that are not properly maintained will increase the impact of storm water runoff to downstream properties. A structure that is improperly maintained can result in the City revoking the stormwater credit. To insure that the stormwater credit is not revoked the following minimum routine maintenance procedures should be followed:

1. Sediment shall be removed when approximately 20% of the storage volume of the facility is filled.
2. All sediment traps will be cleaned out when filled.
3. No trees shall be planted or allowed to grow on the embankment of the facility.
4. Unless a managed landscaping plan is employed, no vegetation will be allowed to exceed 18" in height.
5. Remove all sediment and other debris that accumulates around the outlet structure. Any drainage pipe or structure that is found to be clogged shall be cleaned immediately.

6. Any erosion that occurs within the retention/detention facility shall be repaired immediately.
7. No standing water shall be allowed to stand in a detention facility. Re-grading the pond or filling in low areas shall be performed as determined necessary by inspection of the City Engineer.

APPENDIX

CITY OF LAWRENCEVILLE, GEORGIA

Stormwater Service Fee Credit Application Form

Instructions:

Fill out this form completely. A separate application must be made for each separate property location and/or business ownership. One application can be made for multiple stormwater detention/retention facilities to be inspected on the same property.

Attach to this application a completed "Right-of-Entry" form, Site Plan, Erosion and Sediment Control Plan and Hydrology Study. Mail or hand deliver the application package to:

City of Lawrenceville, Georgia
City Engineer's Office
18 South Clayton Street
P.O. Box 2200
Lawrenceville, Georgia 30046

General Information:

Property Owner: -----
(Print)

Street Address: -----

City, State, Zip: -----

Phone: ----- Fax: -----

E-Mail Address: -----

Property Information:

Name of Business: -----

Street Address: -----

City, State, Zip: -----

Phone: -----

Fax:

E-Mail Address: -----

Tax Parcel Identification Number:

Authorized Contact (if different from owner):

Name:

Title: -----

Phone:

Is this business a part of a larger commercial development? ____ Yes
____ No

If yes, what is the name of the commercial development?

I hereby request the City of Lawrenceville review this application for a credit to the stormwater service fee. I further authorize the City of Lawrenceville to inspect the above identified stormwater facility (ies) for the purpose of determining if the above named property and/or business is eligible for the aforementioned credit. I certify that I have authority to make such a request and grant such authority for this property. (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).

Signature of owner or authorized agent:

Title:

Date:

CITY OF LAWRENCEVILLE, GEORGIA

Right-of-Entry

----- Hereinafter termed "Owner"
and the City of Lawrenceville, Georgia, 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
it representatives as set forth herein the real estate hereinafter
described:

Owner hereby grants to the City, its employees, agents, consulting
engineers, contractors, and other representatives the right to enter
upon the above-described real estate on and after -----
----- (month, day, year) for the purpose
of inspecting on-site stormwater controls in which the work shall be
completed strictly in accordance with the City's Development
Regulations.

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 the City that he/she is/they are the true
lawful owner of the above described real estate and 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 and approval
by the City Engineer.

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

IN WITNESS WHEREOF, the parties have caused their respective names to be signed on this _____ day of _____, 2_____.

(Owner)

(City's Representative)

CITY OF LAWRENCEVILLE, GEORGIA

Inspector's Checklist for Detention/Retention Facility Inspection

Instruction to Inspector:

The inspector shall contact the owner or authorized contact listed on the Application Form to coordinate a site inspection of the newly constructed detention/retention facility. The authorized contact need not be present for the inspection; however, it is the inspector's responsibility to make every effort to accommodate the authorized contact's availability to accompany the inspector.

The detention/retention facility shall be inspected as per the requirements of the City's Development Regulations for new construction. The Site Plans submitted by the owner and approved by the City Engineer shall be provided to the inspector for his/her inspection. The inspector shall inspect the facility to determine if it was constructed as per the lines and grades as shown on the Site Plans. Any deviations from the Site Plans will be noted in red on the Site Plan and returned to the City Engineer. It shall be the City Engineer's responsibility to determine if the facility meets the requirements of the Development Regulations or if revisions to the facility must be made for approval.

General Information:

Inspector's Name: _____ Title:

Date Inspected: _____

Phone Number: _____

Applicant's Name:

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Authorized Contact:

-

Inspection Information:

Was an approved Site Plan available for inspection? _____ Yes _____
No

Was a representative of the owner present during inspection? _____
Yes _____ No

Is the facility clear of debris that can block the outlet? _____ Yes
_____ No

Is the facility clear of sediment deposits that reduce the storage
volume? _____ Yes _____ No

Was outlet structure constructed as per designed plans? _____ Yes
_____ No

Is the outlet structure functioning as designed? _____ Yes _____
No

Has the facility been properly stabilized with vegetation? _____ Yes
_____ No

Is there any erosion present? _____ Yes _____ No

Was the facility constructed as per approved Site Plans? _____ Yes
_____ No

If No, briefly describe the deviation from the plans. Use a separate
sheet of paper if necessary.

Does this facility pass inspection? _____ Yes _____ No

Re-Inspection:

Date Inspected: _____

Have deviations noted above been corrected? _____ Yes _____ No

Does this facility pass re-inspection? _____ Yes _____ No

If No, state what is necessary for approval:

STORMWATER CREDIT IS APPROVED FOR THIS APPLICATION

City

Engineer: _____

(Paul E. Austin, P.E.)

Date: _____