



City of Meadville Pennsylvania

Stormwater Program and User Fee Credit Manual

January 2013

Stormwater Program and User Fee - Credit Manual

Issued January 2013

Prepared For:

City of Meadville Stormwater Program

Meadville City Hall

894 Diamond Park

Meadville, PA 16335-2603

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CITY OF MEADVILLE, CRAWFORD COUNTY, PENNSYLVANIA

STORMWATER PROGRAM AND USER FEE

CREDIT MANUAL

1. Introduction

1.1. Overview

The City of Meadville (the City) has established a Stormwater Program and User Fee to create a dedicated funding source for the operation and maintenance of the City's extensive stormwater infrastructure. All developed parcels in the City will be required to pay the fee, which is based on the impervious coverage of the parcel.

A credit program has been developed per Section 12 – "Credits Applicable to Stormwater Charges" of the City of Meadville's Stormwater User Fee Ordinance (Bill No. 12 of 2012) to allow owners to apply for a credits for implementing and maintaining stormwater best management practices (BMPs) on their parcel(s) to reduce the rate and volume of stormwater that enters the storm sewer system or to provide on-site stormwater quality benefits. By implementing such measures, parcel owners are helping to reduce the demand on the existing system or related City services. This manual has been prepared to detail the policies and application procedures for available credits.

The primary goals of the City's credit program are to:

- Increase public support for the stormwater fee by enhancing the equity of the fee by recognizing ongoing stormwater management activities on private property which can result in cost avoidance for the City's Stormwater Program;
- Maintain a high level of functionality of the existing stormwater infrastructure and maximize the system's current capacity;
- Limit the need for expansion of the City's stormwater related infrastructure and defray the associated future capital costs;
- Encourage private investment in installing and maintaining private stormwater management systems.

The Credit policy, which encourages and incentivizes the ongoing operation and maintenance of BMPs on private property, will focus on those activities that help to minimize peak flows and runoff volumes as well as on-going management of those facilities that help to protect local water quality by managing stormwater pollution.

1.2. Stormwater Credits

Owners that install BMPs to reduce the stormwater flow or pollutant loading from their parcels can qualify to receive a reduction in their stormwater fee. BMPs are measures or facilities that prevent or reduce the transport of pollutants and/or control stormwater runoff volume or rate. Implementing such measures reduces the impact a site has on the downstream storm drainage system (both natural and man-made).



2. Definitions

Best Management Practice (BMP): Activities, facilities, measures, or procedures used to manage the volume, rate and water quality of stormwater runoff from a developed parcel.

Credit: The City's Stormwater Credit Program entails three types of credits:

Peak Flow Attenuation: For Stormwater BMPs which manage peak flow in accordance with the City's Stormwater Management Ordinance.

Volume Control: For Stormwater BMPs which manage the volume of runoff in accordance with the City's Stormwater Management Ordinance.

Water Quality: For Stormwater BMPs which manage water quality in accordance with the City's Stormwater Management Ordinance.

Constructed Wetland: A shallow marsh system planted with emergent vegetation that is designed to treat stormwater runoff.

Detention basin: An earthen structure constructed either by impoundment of a natural depression or excavation of existing soil, that provides temporary storage of runoff and functions to reduce stormwater peak flows.

Developed Parcel: A parcel altered from a natural state that contains impervious surface equal to or greater than 200 square feet.

Equivalent Residential Unit (ERU): The measure of impervious ground cover for a typical single-family detached residential property used in assessing the fees for each parcel of property, and which has been determined to be 2,660 square feet.

Green Roof: A roof cover with stormwater storage, growth media, and plant material designed to provide water quantity benefits by filtering stormwater and rainfall retention and detention through storage and plant uptake.

Impervious Surface: A surface that prevents the infiltration of water into the ground. Impervious surface (or area) includes, but is not limited to: roofs, additional outdoor living spaces, patios, garages, storage sheds and similar structures, parking or driveway areas, and any private streets and sidewalks. Any travel areas proposed to initially be gravel or crushed stone shall be assumed to be impervious surfaces.

Infiltration Basin: A shallow impoundment that stores and infiltrates runoff over a level, uncompacted, preferably undisturbed area with relatively permeable soils.

Infiltration Trench: A linear stormwater BMP consisting of a continuously perforated pipe at a minimum slope in a stone-filled trench.

Non-single family detached (NSFD): Any developed parcel not fitting the definition of single-family detached. NSFD shall include, but not be limited to, attached single-family houses, multi-family houses, townhouses and condominiums, apartments, boarding houses, hotels and motels, churches, industrial properties, commercial properties, manufactured home or mobile home parks, commercial and office buildings, storage areas, parking lots and other impervious areas, parks, recreation properties, public



and private schools and universities, hospitals and convalescent centers, office buildings, government properties, and mixed-use properties.

Owner: Any person, firm, corporation, individual, partnership, trust, company, association, government agency, society or group owning real property in the City of Meadville.

Porous Pavement: A permeable surface such as porous asphalt, porous concrete, or various porous pavers, which allows water to infiltrate into the subsurface. A stone bed underneath the permeable surface provides temporary storage for peak rate control and promotes infiltration.

Raingarden (or bio-retention facility): An excavated shallow surface depression planted with specially selected native vegetation to treat and capture runoff.

Single Family Detached (SFD): Developed parcel containing one (1) structure which contains one (1) or more rooms with a bathroom and kitchen facilities designed for occupancy by one (1) family and shall include single-family houses, single-family units, manufactured homes, and mobile homes located on individual lots or parcels of lands.

Stormwater: Water from a rain or snowfall event that flows across the land and eventually into rivers, creeks, lakes, ditches and canals resulting in debris, sediment, pollutants, bacteria and nutrients from sidewalks, streets, parking lots, and other impervious surfaces washing into gutters, through storm drains, and eventually flowing into creeks and rivers.

User Fee: Sums assessed, imposed and to be collected from each developed lot, parcel, building or portion thereof which uses, benefits from or is serviced by the Stormwater Management System or which discharges stormwater, directly or indirectly, into the public Stormwater Management System, for the use of and the service rendered and improvement of such system. The stormwater fee applied to each base billing unit, or 2,660 square feet of impervious surface. In the City of Meadville, the stormwater user fee rate, as of November 1, 2012, is \$90 per ERU per year.



3. General Credit Policies

3.1. Eligibility

To be eligible to receive credits, applicants must be current with their stormwater fees.

All developed properties will be eligible for credit provided that a stormwater BMP has been installed and that the owner can demonstrate that the facility is functioning as intended. To ensure consistency and to ensure that reductions in peak rate, volume and water quality pollution are measurable, the policy will only include those facilities that can demonstrate compliance with the City's Stormwater Management Ordinance and/or the Pennsylvania State Best Management Practices Manual. To provide a legal framework for enforcement, a signed or documented maintenance agreement with the City will be required. A copy of the city's standard maintenance agreement is included in Appendix B.

To be eligible to receive credits, applicants must be current with their stormwater fees. An application demonstrating that the BMP has been installed and that the facility is functioning as intended must be completed and submitted to the City.

3.2. Credit Types

The City of Meadville currently offers three types of credits:

- Peak Flow Credit
- Volume Control Credit
- Water Quality Credit

3.3. Calculation of Credits

Credit will only be applied to the impervious area on-site which drains to an eligible BMP facility. That is credit will only be applied to the portion of the fee for which the associated impervious area is managed by an approved stormwater BMP.

3.4. Maximum Credit

The maximum amount of the fee on any parcel which will be eligible for credit will be 40%. Credits may be applied cumulatively based upon credit type and will only be applied to the impervious area on-site which drains to an eligible BMP facility.

For Stormwater BMPs which manage water quality in accordance with the City's Stormwater Management Ordinance, the maximum credit will be 10%.

For Stormwater BMPs which manage the volume of runoff in accordance with the City's Stormwater Management Ordinance, the maximum credit will be 15%.

For Stormwater BMPs which manage peak flow in accordance with the City's Stormwater Management Ordinance, the maximum credit will be 40%. Credit will be granted in relation to the design storm managed by the BMP on the following basis:

- Up to 10% for management of the 10-year event
- Up to 20% for management of the 25-year event
- Up to 30% for management of the 50-year event
- Up to 40% for management of the 100-year event

Following the application of any approved credit, in no event shall any parcel be charged less than one Equivalent Residential Unit (ERU).



3.5. Annual Credit Value

The City has set an annual cap on the credit program of \$30,000. Each year, following the receipt and review of all applications, the final credit values will be distributed amongst approved credit holders up to the maximum allowable credit percentages. If the total value of all approved credits exceeds the designated credit program budget, the percentages associated with each credit type will be adjusted until the total value of all credits equals the credit program budget.



3.6. Water Quality Credit

A stormwater credit of up to 10% is available to applicants who have installed a BMP that provides water quality benefits for runoff from impervious surfaces on their site.

Eligible BMPs must manage water quality in accordance with the City’s Municipal Code – Part 9 Streets, Utilities and Public Service Code Section 945.04 - Stormwater Management Ordinance, which can be accessed online at:

<http://www.codepublishing.com/pa/meadville.html>

Water quality functions are based on performance by BMP as stated in the Pennsylvania Stormwater BMP Manual. The Pennsylvania Best Management Practices Manual provides design standards, construction guidelines, and operation and maintenance requirements for Water Quality BMPs. A professional engineer will be able to provide you with the appropriate design documents. The PA BMP Manual can be accessed online at:

<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-8305>

The amount of credit earned is determined by the type of BMP installed, the number of BMPs installed, and the percentage of the impervious area on the site that drains to the BMP. The credit will only be applied to the portion of the impervious area on-site which drains to the eligible facility. The following formula will determine the amount of credit earned by a BMP.

$$\text{Water Quality Credit Earned} = (\text{Impervious Area Managed}) * (\text{Stormwater User Fee per ERU}) * (10\%)$$

BMPs which may potentially be eligible for water quality credits may include the following:

Notes:

BMPs are not limited to those listed.

The Owner will be responsible for providing design documentation to support the BMP meets the applicable performance standards of the City Ordinance. In addition, an operation and maintenance plan is required and must be documented with the City.

Final Awarded Credit Value is subject to City Approval (see section 3.15).

Annual Credit Value is subject to Annual Credit Program Cap (see section 3.16).

Facility Type	PA BMP Manual Section
Raingardens / Bio-retention basins	6.4.5
Constructed wetlands	6.6.1
Porous pavement	6.4.1
Green roofs	6.5.1
Infiltration trenches	6.4.4



3.7. Volume Control Credit

A stormwater credit of up to 15% is available to applicants who have installed a BMP that provides volume control for runoff from impervious surfaces on their site.

Eligible BMPs must control volume in accordance with the City’s Municipal Code – Part 9 Streets, Utilities and Public Service Code Section 945.04 - Stormwater Management Ordinance, which can be accessed online at:

<http://www.codepublishing.com/pa/meadville.html>.

Volume control should be calculated per the methodologies included in the Pennsylvania Stormwater BMP Manual. The Pennsylvania Best Management Practices Manual provides design standards, construction guidelines, and operation and maintenance requirements for Volume Control BMPs. A professional engineer will be able to provide you with the appropriate design documents. The PA BMP Manual can be accessed online at:

<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-8305>

The amount of credit earned is determined by the type of BMP installed, the number of BMPs installed, and the percentage of the impervious area on the site that drains to the BMP. The credit will only be applied to the portion of the impervious area on-site which drains to the eligible facility. The following formula will determine the amount of credit earned by a BMP.

$$\text{Volume Control Credit Earned} = (\text{Impervious Area Managed}) * (\text{Stormwater User Fee per ERU}) * (10\%)$$

BMPs which may potentially be eligible for volume control credits may include the following:

Notes:

BMPs are not limited to those listed.

The Owner will be responsible for providing design documentation to support the BMP meets the applicable performance standards of the City Ordinance. In addition, an operation and maintenance plan is required and must be documented with the City.

Final Awarded Credit Value is subject to City Approval (see section 3.15).

Annual Credit Value is subject to Annual Credit Program Cap (see section 3.16).

Facility Type	PA BMP Manual Section
Infiltration Basins	6.4.2
Raingardens / Bio-retention basins	6.4.5
Porous Pavement	6.4.1
Infiltration Trenches	6.4.4



3.8. Peak Flow Credit

A stormwater credit of up to 40% is available to applicants who have installed a BMP that provides peak rate control for runoff from impervious surfaces on their site.

Eligible BMPs must control peak rate in accordance with the City’s Municipal Code – Part 9 Streets, Utilities and Public Service Code Section 945.04 - Stormwater Management Ordinance, which can be accessed online at:

<http://www.codepublishing.com/pa/meadville.html>.

Peak rate control should be calculated per the methodologies included in the Pennsylvania Stormwater BMP Manual. The Pennsylvania Best Management Practices Manual provides design standards, construction guidelines, and operation and maintenance requirements for Peak Rate Control BMPs. A professional engineer will be able to provide you with the appropriate design documents. The PA BMP Manual can be accessed online at:

<http://www.elibrary.dep.state.pa.us/dsweb/View/Collection-8305>

The amount of credit earned is determined by the type of BMP installed, the number of BMPs installed, and the percentage of the impervious area on the site that drains to the BMP and the storm event managed as follows:

- Up to 10% for management of the 10-year event
- Up to 20% for management of the 25-year event
- Up to 30% for management of the 50-year event
- Up to 40% for management of the 100-year event

The credit will only be applied to the portion of the impervious area on-site which drains to the eligible facility. The following formula will determine the amount of credit earned by a BMP.

$$\text{Peak Rate Control Credit Earned} = (\text{Impervious Area Managed}) * (\text{Stormwater User Fee per ERU}) * (\text{Eligible Credit \%})$$

BMPs which may potentially be eligible for peak flow credits may include the following:

Notes:

BMPs are not limited to those listed above. The Owner will be responsible for providing design documentation to support the BMP meets the applicable performance standards of the City Ordinance. In addition, an operation and maintenance plan is required and must be documented with the City.

Final Awarded Credit Value is subject to City Approval (see section 3.15).

Annual Credit Value is subject to Annual Credit Program Cap (see section 3.16).

Facility Type	PA BMP Manual Section
Detention Basins	6.6.3
Infiltration Basins	6.4.2
Constructed Wetlands	6.6.1



3.9. Application

The parcel owner (or an approved representative thereof) must submit a completed Stormwater Fee Credit Application Form and all required documentation. Applications and documentation requirements are detailed in the following section.

3.10. Application Forms

Application forms are provided in Appendix A and available on-line at:

<http://www.cityofmeadville.org/stormwater>

Hard copies may be obtained at the City of Meadville, City Building.

3.11. Application Deadline

All credit applications must be received by the City by April 30th.

3.12. Application Fee

The application fee is \$25(non-refundable) and must be included with the application form. Fees may be paid by check or money order to *The City of Meadville – Stormwater Program*.

The City will notify applicants if their applications are incomplete. If complete information is not provided, applications will expire one year from the date of the original submission. Once an application expires, the customer must submit a new credits application with all supporting documentation and fee.

3.13. Documentation Requirements

At the time of application, the owner(s) will need to provide the following documentation in conjunction with a completed and signed applicant form:

- Complete and Signed Application Form;
- Design documentation/engineering analysis of the BMP facility;
- As-built plans and/or construction drawings acceptable to the City (for projects utilizing construction drawings, the plans must be accompanied by a Letter of Certification from the Engineer of Record that project was built in accordance with the construction plans);
- Owner's Operation and Maintenance Plan;
- Owner's Inspection and maintenance logs for most recent period.

3.13.1. Maintenance Documentation Requirements

In order to be eligible for a credit, the owner must demonstrate (at their expense) that the facility is being maintained. This requirement may be waived if the City has recently inspected the facility and has found it to be in good working order.

3.13.2. Maintenance Agreement

In order to be eligible for a credit, a signed or documented maintenance agreement with the City is required. Under the maintenance agreement, the owner must allow the City access to the site to view and inspect the stormwater BMP at the City's discretion.

A sample maintenance agreement is provided in Appendix B.



3.14. Application Submission

The completed application, supporting documentation, and non-refundable application fee must be submitted to:

City of Meadville Stormwater Program
Meadville City Building
894 Diamond Park
Meadville, PA 16335-2603

3.15. Credit Approval

The Stormwater Program Staff will review the required documentation and final approval or denial of the credit application will be issued by the City Engineer. The applicant will be notified by letter of the approval of credits.

3.15.1. Appeal of Credit Determination

Appeal of the determination can be made in accordance with Section 13 – “Appeals Procedures” of the City of Meadville’s Stormwater User Fee Ordinance.

3.16. Annual Credit Determination

The City has set an annual cap on the credit program of \$30,000. To distribute the available funds equitably, all credit applications need to be received by the City by April 30th.

Each year, following the receipt and review of all applications, the final credit values will be distributed amongst approved credit holders up to the maximum allowable credit percentages. If the total value of all approved credits exceeds the designated credit program budget, the percentages associated with each credit type will be adjusted until the total value of all credits equals the credit program budget.

3.16.1. Annual Credit Notification

The City will issue final credit decisions and inform each credit holder of the value of their final credit(s) by June 30th of each year.

3.17. Issuance of Credits

The City will reimburse approved credits in the form of a rebate. As payments may be made on a quarterly basis, the rebate will be applied proportionately to any of the previous payments received within the calendar year prior to issuance of the final credit value and any remaining payments may be adjusted accordingly. If the owner has paid in-full their annual stormwater fee prior to the issuance of a credit, a rebate for the full credit amount will be issued.

3.18. Credit Renewal

Stormwater credits will be valid for three years after which they will require renewal. Prior to expiration, a credit renewal application must be submitted to the City along with annual maintenance records for the previous three years. The City will allow self-certification of maintenance and inspection records to be submitted at the time of renewal.

Note: Credits will need to be renewed in order for the owner to continue to receive credit on their stormwater fee. Should the owner fail to submit a renewal application, the credit(s) will expire. The City may require expired credits to undergo recertification/re-application.



3.19. Site Inspections

After a customer submits a credit or credit renewal application, the City may inspect the parcel(s) to verify the information provided in the application and in the supporting documentation. It is the responsibility of the customer to allow the City access to the parcel.

Following submission of a credit or credit renewal application, the customer shall grant the City, its employees or authorized agents permission to enter the parcel on providing forty-eight (48) hour written notice and, in any case, at reasonable times and without unreasonable disruption, to inspect the parcel to ensure that the information provided in the application accurately represents the current parcel conditions.

If a City inspection determines that the facility is not being maintained, the credit can be revoked. The City may choose to withhold credit until the owner can demonstrate the BMP has been restored to good working order and appropriate maintenance plans are in place.

3.20. Termination of Credits

The City may review and terminate any approved credits at any time if the BMPs associated with those credits are found to be improperly maintained and/or not adequately functional or the owner fails to restore the BMP to good working order following notification by the City.



APPENDIX A: STORMWATER FEE CREDIT APPLICATION FORM



Submit to
 City of Meadville
 Stormwater Program
 894 Diamond Park
 Meadville, PA 16335
 Phone: (814) 724-6000

Issued January 2013

City of Meadville Stormwater Program and User Fee Stormwater Fee Credit Application Form

This application is for property owners to use to apply for credit on their stormwater fee for Best Management Practices (BMPs) implemented and maintained on their property. Applications must be filled out in their entirety and all required supporting documentation and a \$25 application fee must be attached.

Applications must be received no later than April 30th.

Parcel Owner Information	
Date:	Applicant Name:
Mailing Address:	Email:
	Phone Number:
	<i>"I attest that the owner has legal ownership and maintenance responsibility for the BMP(s) included in this application."</i> Signature:

Credit Type(s) (Check Applicable)	
<input type="checkbox"/> Peak Flow Attenuation	<input type="checkbox"/> Volume Control
<input type="checkbox"/> Water Quality	
BMP Type(s): (Check Applicable)	
<input type="checkbox"/> Detention basin <input type="checkbox"/> Infiltration basin <input type="checkbox"/> Raingarden/Bio-retention basin <input type="checkbox"/> Constructed wetlands <input type="checkbox"/> Porous pavement	<input type="checkbox"/> Green roof <input type="checkbox"/> Infiltration trench <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Property Address:	Impervious Area Managed (SF):
Stormwater Account No(s). : (refer to upper right hand corner of your stormwater bill)	
Parcel ID No(s). : (refer to upper left hand corner of your stormwater bill)	

City of Meadville
Stormwater Program and User Fee
Stormwater Fee Credit Application Form

Provide a brief description of the size, location, age and conditions of BMP(s) utilized for the requested credit.

Checklist (please include the following documents with this application):

- Complete and Signed Application Form
- Application Fee (non-refundable) of \$25, made payable to *The City of Meadville—Stormwater Program*
- Design documentation/engineering analysis of the BMP facility
- As-built plans and/or construction drawings
- Letter of Certification from the owner’s Engineer of Record stating that the project was built in accordance with the construction plans (for projects utilizing construction drawings)
- Signed Maintenance Agreement
- Owner’s Operation and Maintenance Plan
- Owner’s Inspection and Maintenance logs for the past 12 months.

For City Use Only

Received By:	Date Received:
Reviewed By:	Date Reviewed:
Parcels Serviced By BMP (Parcel Numbers):	
<input type="checkbox"/> Application Fee Paid	<input type="checkbox"/> Application administratively complete
<input type="checkbox"/> Executed Maintenance Agreement	
Total Payable: \$	
Credit Value	
<input type="checkbox"/> Peak Flow %:	<input type="checkbox"/> Volume Control (15%) <input type="checkbox"/> Water Quality (10%)
Total % Credit (Max 40 %):	
Parcel 1: % / 100% * SF of IA serviced/ 2660 SF/ERU * \$90/ERU =	

APPENDIX B: STANDARD MAINTENANCE AGREEMENT



**OPERATION AND MAINTENANCE AGREEMENT
FOR
STORMWATER MANAGEMENT BEST MANAGEMENT PRACTICES (SWM BMPs)

STORMWATER MANAGEMENT PROGRAM AND USER FEE CREDIT PROGRAM**

THIS AGREEMENT, made and entered into this _____ day of _____, 20____, by and between _____, (hereinafter the “Owner”), and The City of Meadville, Crawford County, Pennsylvania, (hereinafter “The City”);

WITNESSETH

WHEREAS, the Owner is the owner of certain real property in the City of Meadville (hereinafter “Property”) and identified by Parcel Identification (ID) Number(s) _____.

WHEREAS, the Owner has built and developed the Property; and

WHEREAS, the SWM Site Plan approved by the City (hereinafter referred to as the “Plan”) for the property identified herein, which is attached hereto as Exhibit A and made a part hereof, as approved by the City, provides for management of stormwater within the confines of the Property through the use of BMPs; and

WHEREAS, the City, and the Owner, his successor and assigns, agrees that the health, safety, and welfare of the residents of the City of Meadville and the protection and maintenance of water quality require that on-site SWM BMPs be operated and maintained on the Property; and

WHEREAS, the City requires, through the implementation of the Plan, that stormwater BMPs as designed in said Plan be adequately operated and maintained by the Owner, successors and assigns.

NOW, THEREFORE, in consideration of the foregoing promises, the mutual covenants contained herein, and the following terms and conditions, the parties hereto agree as follows:

1. The Owner shall operate and maintain the BMP(s) as shown on the Plan in good working order in accordance with the specific maintenance requirements noted on the Plan for the duration of the approved credit period.
2. The Owner hereby grants permission to the City, its authorized agents, and employees, to enter upon the property, at reasonable times and upon presentation of proper credentials, to inspect the BMP(s) periodically in the discretion of the City. Whenever possible, the City shall notify the Owner prior to entering the property.

3. In the event the Owner fails to operate and maintain the BMPs per paragraph 1, The City reserves the right to revoke any credits awarded under the credit program.
4. The intent and purpose of this Agreement is to ensure the proper maintenance of the onsite BMP(s) by the Owner and to provide a mechanism to recognize said maintenance through the application of credits under the City's Stormwater Management Fee Program; provided, however, that this Agreement shall not be deemed to create or effect any additional liability of any party for damage alleged to result from or be caused by stormwater runoff.
5. The Owner, its executors, administrators, assigns, and other successors in interest, shall release the City from all damages, accidents, casualties, occurrences or claims which might arise or be asserted against said employees and representatives for the construction, presence, existence, or maintenance of the BMPs by the Owner or the City.

ATTEST:

WITNESS the following signatures and seals:

(SEAL)

For The City:

For the Owner:

**CITY OF MEADVILLE
STORMWATER MANAGEMENT USER FEE**

BILLING DATE:	01/01/2013	CALENDAR YEAR:	2013	ACCOUNT NUMBER:	XXXX-XXX-XXXXX
PARCEL ID:	X-XX-XX			PROPERTY LOCATION:	1000 ABC ST
DESCRIPTION	* # of ERUs	FEE PER ERU PER YEAR	AMOUNT DUE		
			ANNUAL STORMWATER USER FEE		DISCOUNT 2%
STORMWATER USER FEE	1	90.00	90.00		88.20
PAYABLE TO: CITY TREASURER MEADVILLE CITY HALL 894 DIAMOND PARK MEADVILLE, PA 16335-2603		AMOUNT DUE IF PAID IN FULL FROM: 03/16/2013 TO: 03/29/2013		\$90.00	AMOUNT DUE IF PAID IN FULL BY: 03/15/2013
					\$88.20

* ERU = EQUIVALENT RESIDENTIAL UNIT

EACH SINGLE-FAMILY DETACHED RESIDENTIAL PARCEL OWNER IS CHARGED ONE FLAT ERU FOR THE STORMWATER GENERATED BY THE IMPERVIOUS AREA (HARD SURFACES, INCLUDING ROOFTOPS, DRIVEWAYS, SIDEWALKS, ETC.) ON THEIR PROPERTY. ALL OTHER PROPERTY OWNERS ARE CHARGED ONE ERU FOR EACH 2,660 SQUARE FEET OF IMPERVIOUS SURFACE AREA MEASURED ON THEIR PROPERTY.

FOR ADDITIONAL INFORMATION REGARDING THE CITY OF MEADVILLE'S STORMWATER MANAGEMENT PROGRAM INCLUDING THE CREDIT PROGRAM AND APPEALS PROCESS, PLEASE VISIT OUR WEBSITE AT WWW.CITYOFMEADVILLE.ORG/STORMWATER.

IF CHOOSING TO PAY IN QUARTERLY INSTALLMENTS, SEE PAYMENT SCHEDULE BELOW

1ST QUARTER DUE: 03/29/2013 \$22.5	2ND QUARTER DUE: 06/28/2013 \$22.5
AFTER DUE DATE - *PAST DUE \$ 23.63	AFTER DUE DATE - *PAST DUE \$ 23.63
<small>*PAST DUE REFLECTS 5 % PENALTY. 10% INTEREST PER YEAR WILL BE CALCULATED ON PAST DUE AMOUNT AND BE DUE WITH YOUR DELINQUENT PAYMENT.</small>	<small>*PAST DUE REFLECTS 5 % PENALTY. 10% INTEREST PER YEAR WILL BE CALCULATED ON PAST DUE AMOUNT AND BE DUE WITH YOUR DELINQUENT PAYMENT.</small>
3RD QUARTER DUE: 09/30/2013 \$22.5	4TH QUARTER DUE: 12/31/2013 \$22.5
AFTER DUE DATE - *PAST DUE \$ 23.63	AFTER DUE DATE - *PAST DUE \$ 23.63
<small>*PAST DUE REFLECTS 5 % PENALTY. 10% INTEREST PER YEAR WILL BE CALCULATED ON PAST DUE AMOUNT AND BE DUE WITH YOUR DELINQUENT PAYMENT.</small>	<small>*PAST DUE REFLECTS 5 % PENALTY. 10% INTEREST PER YEAR WILL BE CALCULATED ON PAST DUE AMOUNT AND BE DUE WITH YOUR DELINQUENT PAYMENT.</small>

▲ TEAR OFF AT PERFORATION AND RETURN THIS PORTION WITH YOUR PAYMENT ▲

ACCOUNT NUMBER: XXXX-XXX-XXXXX

PAYMENT AMOUNT ENCLOSED: _____

PAYMENT IS REQUIRED FROM:

**JOHN DOE
1000 ABC ST**

MEADVILLE, PA 16335

MAKE PAYMENTS TO:

**CITY TREASURER
MEADVILLE CITY HALL
894 DIAMOND PARK
MEADVILLE, PA 16335-2603**