

If a customer believes that AUTHORITY's determination of the impervious surface area for their property is erroneous, they may file an impervious surface area Adjustment Appeal. Please note, appeals are different from Credits. It is the customer's responsibility to demonstrate that AUTHORITY's calculation of impervious surface area is erroneous. Following submission of a Impervious Surface Appeal Form, the customer shall grant AUTHORITY permission to enter the parcel at reasonable times and without unreasonable disruption, to inspect the parcel to ensure that the information provided in the adjustment appeal accurately represents the current parcel conditions. There is no fee associated with the filing of an adjustment appeal, however, the customer is solely responsible for any costs incurred in the preparation and submission of the adjustment appeal and all required appeal documentation.

APPEAL PROCEDURES

Any owner who believes the provisions of these Rates, Rules and Regulations have been applied in error may appeal in the following manner and sequence.

- (1) An appeal of the rate and charge must be filed in writing with the Authority or its designee within thirty (30) days of the charge being mailed or delivered to the property owner.
- (2) Any appeal must state the reasons for the appeal and be submitted using the forms provided by the Authority for such purpose. (over).
- (3) Using information provided by the appellant, the Authority (or its designee) shall conduct a technical review of the conditions on the property and respond to the appeal in writing within sixty (60) days. (The appellant is responsible for providing all documentation to support the appeal at their cost)
- (4) In response to an appeal, the Authority may adjust the User Fees applicable to the property in accordance with the provisions of these Rates, Rules and Regulations.
- (5) If the Authority fails to respond within sixty (60) days, the appeal shall be deemed accepted.
- (6) If the adjustment appeal results in a revised calculation of impervious surface area, then the quarterly fee will be corrected to reflect the revised impervious surface area determination for the next billing cycle and will include an adjustment to the existing quarterly fee.
- (7) Any person aggrieved by any decision of the Authority, relevant to the provisions of this Resolution, may file an action in the Court of Common Pleas of Cumberland County as permitted by law.

Stormwater Assessment Appeal Form

Appeal Instructions

This form is provided to AUTHORITY stormwater customers who believe the Impervious Area (IA) and/or Equivalent Residential Unit (ERU) calculation for their property is incorrect. Customers should also use this form if it is believed that stormwater fees have been assigned for a parcel they don't own.

Please fill out all sections of the form, except for the last section marked "For AUTHORITY Use Only".

You may attach supporting documentation to the form. Please note that any submitted documentation will not be returned to the customer. Please mail completed form to:

The Municipal Authority of the Borough of Mechanicsburg
36 W. Allen Street
Mechanicsburg, PA 17055

An AUTHORITY representative will review the Stormwater Adjustment Appeal Form within 60 business days of receipt of the completed form.

Approved adjustments will be applied to the current stormwater bill and all future billings.

Appeal Information

Appeal Type: ERU / IA Ownership Property Type: Residential Non-Residential
Customer IA / ERU Estimate (optional): _____

Customer Information

Name: _____ Date: _____

Email: _____ Phone #: _____

Account Number: _____

Billing Street Address: _____

Address Line 2: _____

City, State, Zip: _____

Signature: _____

Additional Supporting Information: Below or attach documents

For AUTHORITY Use Only

Date Received: _____ Appeal: Granted Denied

Date Reviewed: _____, Reviewer: _____