
**VILLAGE OF BELLEVILLE, WI
STORMWATER UTILITY
CREDIT AND
ADJUSTMENTS HANDBOOK**

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INTRODUCTION

Stormwater Utility charges in the Village of Belleville are based on the Equivalent Residential Unit (ERU). One ERU represents the average impervious area of a residential unit in the Village of Belleville, determined to be 2,800 square feet. The number of ERUs assigned to each Village parcel corresponds to the amount of stormwater runoff generated by the parcel. Specifically, the number of ERUs assigned to a parcel is based on the number of living units for residential properties, and the measured or calculated impervious area for non-residential properties. Parcel charge is the product of the number of ERUs assigned and ERU charge rate.

Some customers in the Village of Belleville may be eligible for credits or adjustments to their stormwater utility bill. Credits and adjustments are defined as follows:

A **CREDIT** is a reduced ERU multiplier, awarded to customers who can demonstrate that they have somehow reduced the Village's cost of providing stormwater management service to their property. A customer who receives a credit will have their ERU charge reduced by at least 1% and at most 50%.

An **ADJUSTMENT** is a change in the number of ERUs assigned to a parcel. Adjustments are made based on the availability of more accurate or up-to-date measurement of the amount of impervious surface on a parcel. A customer who receives an adjustment may have the number of ERUs assigned to their property, and the resulting parcel charge, either reduced or increased.

Customers may be eligible for a **CREDIT** if ALL of the following apply to a parcel:

1. The property conforms to all applicable ordinances and standards of the Village of Belleville in effect at the time of parcel development.
2. The property has been assigned a nonresidential user classification or residential user classification by the Village Administrator/Clerk/Treasurer.
3. The Village's cost of providing stormwater management for the property has been reduced by one or more of the following conditions:
 - (a) **Peak Flow Control.** The parcel has facilities or controls in place to temporarily store stormwater runoff from the property, sufficient to reduce the peak discharge rate of flow released from the site according to the following criteria:
 - i. **Existing Development.** Reduce the peak discharge rate for the 2-year 24- hour storm events to at least 10% below the pre-development rate.
 - ii. **Redevelopment.** Reduce the peak discharge rate for the 2-, and 10-year 24- hour storm events to at least 10% below the pre-development rate.

- iii. **New Development.** Reduce the peak discharge rate for the 2-, 10-, and 100- year 24- hour storm events to at least 10% below the pre-development rate.

- (b) **Water Quality.** The parcel has facilities or controls in place that reduce the amount of total suspended solids (TSS) discharged in runoff, as compared to no controls, by an amount that exceeds the Village’s water quality standards, i.e., at least eighty-five (85) percent for new development, sixty (60) percent re-development and at least forty (40) percent for existing development, calculated on an average annual basis, using SLAMM version 9.2, P8 version 3.4, subsequent versions of those models, or other methodology approved by the Village Engineer and the Village Administrator/Clerk/Treasurer.

- (c) **Other Practices/Program.** The parcel owner has implemented other programs or practices that directly reduce the Village’s cost of managing stormwater runoff or that provide a tangible benefit to the Village’s Stormwater program (for example, through an education program). Such proposals will be considered on a case-by-case basis and must be pre-approved by the Village Administrator/Clerk/Treasurer and Public Works and Parks Committee. Customers may receive up to 10% credit, towards the 50% maximum for “other” practices/ programs.

The maximum aggregate credit for any individual property is 50% of its ERU charge.

Customers may be eligible for an **ADJUSTMENT** if one or more of the following apply:

- (1) The property is classified as nonresidential, and the owner can show that the cumulative impervious area on the parcel is less than half of the impervious area of one ERU, in which case the number of ERUs assigned to the property may be reduced to zero, and the service charged waived.

- (2) The property is classified as residential and the owner can show that all of the actual impervious area and/or living units on the parcel have been accounted for in the stormwater utility on an adjacent parcel with the same owner. In such cases the number of ERUs assigned to the property may be reduced to zero.

- (3) The property is classified as non-residential and the customer can show that the number of ERUs allocated to their property is incorrect, based on the measurement of impervious area.

- (4) The property is classified as residential and the customer can show that the number of living units allocated to their property is incorrect.

Customers must apply for credits and adjustments separately. Changes to customer charges, whether the result of a credit or an adjustment, are made separately and in the order granted.

This manual details the policies and procedures applicable to the Village of Belleville's stormwater utility credit and adjustment program.

SECTION 1 - CREDITS

APPLICATION FEE AND DETERMINATION

A credit application will not be considered complete and will not be processed unless accompanied by the application fee and all appropriate forms and information as required in this manual. The credit application fee is set by resolution by the Village Board and kept on file with the Village Administrator/Clerk/Treasurer. It is the intent of the Village Administrator/Clerk/Treasurer to process applications within thirty (30) calendar days of submittal of the complete and correct application package. Billing adjustments required to implement credits will be applied retroactively to the date the customer submitted a complete application. A pending application for credit shall not constitute a valid reason for non-payment of the current stormwater utility charges.

CREDIT TYPES

The following types of credits are available to nonresidential stormwater utility customers. :

Peak flow control Credits – parcels served by private runoff facilities or controls constructed and maintained by the owner, such as detention or retention facilities, which reduce the peak discharge rate of runoff released from the property according to the following criteria:

- i. **Existing Development.** Reduce the peak discharge rate for the 2-year 24- hour storm events to at least 10% below the pre-development rate.
- ii. **Redevelopment.** Reduce the peak discharge rate for the 2-, and 10-year 24- hour storm events to at least 10% below the pre-development rate.
- iii. **New Development.** Reduce the peak discharge rate for the 2-, 10-, and 100- year 24- hour storm events to at least 10% below the pre-development rate.

Water Quality Credit- Parcels served by private runoff facilities or controls maintained by the owner, such as detention or retention facilities that reduce the amount of total suspended solids (TSS) discharged in runoff, as compared to no control, by an amount that exceeds the Village's water quality standards, i.e., at least eighty-five (85) percent for new development, sixty (60) percent re-development and at least forty (40) percent for existing development, calculated on an average annual basis, using SLAMM version 9.2, P8 version 3.4, subsequent versions of those models, or other methodology approved by the Village Engineer and Village Administrator/Clerk/Treasurer.

Other –Parcel owners that implement other programs or practices that directly reduce the Village's cost of managing stormwater runoff, or that provide a tangible benefit to the Village's Stormwater program (for example, through an education program), may receive up to 10% credit, towards the 50% maximum. Such proposals will be considered on a case-by-case basis and must be pre-approved by the Village Administrator/Clerk/Treasurer.

Post-Development Peak flow control and Water Quality Credits are conditioned upon compliance with the design, operation, and maintenance requirements of all the applicable ordinances and codes of the Village of Belleville, State or Federal Permitting, and this Stormwater Credit Application Manual.

MAXIMUM CREDIT

The maximum aggregate credit to the stormwater utility charge of any individual property is 50% of its gross billing amount. Developments must conform to all applicable ordinances and standards of the Village of Belleville to be credit eligible.

PEAK FLOW CONTROL CREDIT

Eligibility

This credit applies to properties that provide privately constructed and maintained runoff flow control measures, or will provide privately constructed and maintained runoff flow control measures as a component of a land development process. Properties that reduce the peak discharge rate for all applicable storm events at least 10% below the pre-development rate are eligible. All calculations shall be made using the rational method, TR-55 or other commonly accepted engineering methods.

Applicable storm events are as follows:

- i. **Existing Development.** Reduce the peak discharge rate for the 2-year 24- hour storm events to at least 10% below the pre-development rate.
- ii. **Redevelopment.** Reduce the peak discharge rate for the 2-, and 10-year 24- hour storm events to at least 10% below the pre-development rate.
- iii. **New Development.** Reduce the peak discharge rate for the 2-, 10-, and 100- year 24-hour storm events to at least 10% below the pre-development rate.

The credit amount is pro-rated based on the percent impervious area of the property where the flow rate is reduced. If there is more than one discharge point, users may only receive credit for areas draining to discharge points where the flow rate is been sufficiently reduced. Applicants will not receive credit for areas that drain to a discharge point where the pre-development flow rate has not been reduced at least 10% below the pre-development rate, even if the overall post-development flow rate from the entire site is less than the overall pre-development peak flow rate for the entire site.

Application Requirements

The completed Flow Control Credit application must include the application fee set by the Village Board and the following information:

1. *Maintenance information:* Any agreements or contracts for inspection and/or maintenance are required to be disclosed as part of the application. Indicate the schedule for major maintenance that will be performed and how many times per year basic maintenance (such as erosion control and/or mowing) activities are performed. In order to maintain the Flow Control credit, the property owners shall provide the Village with inspection reports by January 1st of every subsequent year. If a property owner fails to file required inspection reports or if a Village inspection finds the system not meeting the conditions set forth in this manual, the Village will send a letter informing the property owner of the required action to avoid revocation of the Flow Control credits. If the property owner fails to take the required action, the flow control credits will be revoked until the situation is corrected. No retroactive credits will be given during said lapse period. Credits will be restored on the effective date of the submittal of the property owner's acceptable response.

2. *Technical information (certified by a Wisconsin Professional Engineer or Professional Hydrologist):*

- a) Narrative describing the site and post-development flow control practices

- b) Site plan(s) at a scale of 1"=100' or larger (i.e. 1"=50' or 1"=20' etc.) appropriate to display the following following information clearly:
- 1) Locations, dimensions, and characteristics of all drainage patterns and stormwater management facilities
 - 2) Location of all impervious surfaces including, but not limited to: structures, parking, driveways, etc.
 - 3) Soils
 - 4) Site topography
 - 5) Details of detention facility outlet structure(s)
 - 6) Diagram of watershed routing to the detention facility(s)
 - 7) As built construction drawings verifying the stormwater management structural information.
- c) Summary of runoff peak flow calculations for the 2-, 10-, and 100-year, 24-hour rain event, by watershed, including:
- 1) Pre-development peak flow rates
 - 2) Post-development peak flow rates without management
 - 3) Post-development peak flow rates with management
- d) Calculations (and factors used for calculations) performed to determine existing, post-development "managed", and post-developed "un-managed" peak flow control including, but not limited to:
- 1) Time of concentration(s)
 - 2) Curve number(s)
 - 3) Watershed areas
 - 4) Watershed routing
 - 5) Engineered designs for all structural flow control management practices
 - 6) Stage-storage-discharge tables or curves for the detention facilitie(s)
 - 7) Tailwater impacts, if any

3. *Stormwater Ordinance and Construction Standards:* Appropriate documents showing that the Village of Belleville Stormwater Ordinance and Construction Standards in effect at the time of construction were met at the time of development. Retrofitting of existing structures is allowed to provide, or increase the amount of credit for a property. As-built data shall be submitted for the existing or retrofitted structure before the credit will be applied. A Wisconsin Professional Engineer or Professional Hydrologist must certify the calculations.

4. *Statement of Certification:* The owner shall sign a statement certifying that information is correct and acknowledging that the credit determination will be based on information provided. A later determination that the application information was inaccurate may result in loss of credit.

WATER QUALITY CREDIT

Eligibility

This credit applies to properties that provide privately constructed and maintained water quality control practices, or will provide privately constructed and maintained runoff flow control measures that exceed the Village's water quality management standards. Parcels served by private runoff facilities or controls maintained by the owner, such as detention or retention facilities that improve the quality of runoff from the property by reducing the amount of total suspended solids discharged in runoff, as compared to no controls, by at least forty (40) percent for existing development, at least sixty (60) percent for re-development (redevelopment shall include any project on previously developed land that will disturb an acre or more of land and therefore requires submission of a Notice of Intent (NOI) application for a Construction Site Storm Water Runoff General Permit from the Department of Natural Resources), and at least eighty-five (85) percent for new development. TSS reduction shall be calculated on an average annual basis, using SLAMM version 9.2, P8 version 3.4, subsequent versions of those models, or other methodology approved by the Village Engineer and Village Administrator/Clerk/Treasurer.

The credit amount is pro-rated based on the percent impervious area of the property where the target pollutant removal rates are met. If there is more than one discharge point, users may only receive credit for areas draining to discharge points where the sediment reduction has been achieved. Applicants will not receive credit for areas that drain to a discharge point where the sediment removal rate is not met, even if the overall suspended solids load from the entire site meets the requirements.

Application Requirements

The completed Water Quality Credit application must include the application fee set by the Village Board and the following information:

1. *Maintenance information:* Any agreements or contracts for inspection and/or maintenance are required to be disclosed as part of the application. Indicate the schedule for major maintenance that will be performed and how many times per year basic maintenance (such as erosion control and/or mowing) activities are performed. In order to maintain the Water Quality Credit, the property owners shall provide the Village with inspection reports by January 1st of every subsequent year. If a property owner fails to file required inspection reports or if a Village inspection finds the system not meeting the conditions set forth in this manual, the Village will send a letter informing the property owner of the required action to avoid revocation of the Water Quality Credit. If the property owner fails to take the required action, the credit will be revoked until the situation is corrected. No retroactive credits will be given during said lapse period. Credits will be restored on the effective date of the submittal of the property owner's acceptable response.

2. *Technical information (certified by a Wisconsin Professional Engineer or Professional Hydrologist):*

- a) Narrative describing the site and post-development water quality control practices

- b) Site plan(s) at a scale of 1"=100' or larger (i.e. 1"=50' or 1"=20' etc.) appropriate to display the following information clearly:
- 1) Locations, dimensions, and characteristics of all drainage patterns and stormwater management facilities
 - 2) Location of all impervious surfaces including, but not limited to: structures, parking, driveways, etc.
 - 3) Soils
 - 4) Site topography
 - 5) Details of detention facility outlet structure(s)
 - 6) Diagram of watershed routing to the detention facility(s)
 - 7) As built construction drawings verifying the stormwater management structural information.
- c) Summary of runoff and TSS attenuation calculations as needed to demonstrate the suspended solids removal based in an average annual year, including:
1. Predicted TSS loading with no controls
 2. Predicted TSS loading with controls
- d) Calculations (and factors used for calculations) performed to determine TSS reduction, including, but not limited to:
- 1) Land Use
 - 2) Watershed areas
 - 3) Watershed routing
 - 4) Engineered designs for all structural flow control management practices
 - 5) Stage-storage-discharge tables or curves for the detention facilities

3. *Stormwater Ordinance and Construction Standards:* Appropriate documents showing that the Village of Belleville Stormwater Ordinance and Construction Standards in effect at the time of construction were met at the time of development. Retrofitting of existing structures is allowed to provide, or increase the amount of credit for a property. As-built data shall be submitted for the existing or retrofitted structure before the credit will be applied. A Wisconsin Professional Engineer or Professional Hydrologist must certify the calculations.

4. *Statement of Certification:* The owner shall sign a statement certifying that information is correct and acknowledging that the credit determination will be based on information provided. A later determination that the application information was inaccurate may result in loss of credit.

OTHER CREDITS

Other proposals for stormwater utility credits will be considered by the Village on a case-by-case basis, by the Village Administrator/Clerk/Treasurer and Public Works and Parks Committee. All such proposals must either directly reduce the Village’s cost of managing stormwater runoff or that provide a tangible benefit to the Village’s Stormwater program (for example, through an education program). Such proposals will be considered on a case-by-case basis and must be pre-approved by the Village Administrator/Clerk/Treasurer and Public Works and Parks Committee. Customers may receive up to 10% credit, towards the 50% maximum for “other” practices/ programs.

SECTION 2 - ADJUSTMENTS

APPLICATION FEE AND DETERMINATION

An adjustment application will not be considered complete and will not be processed unless accompanied by the application fee and all appropriate forms and information as required in this manual. The adjustment application fee is set by resolution by the Village Board and kept on file with the Village Administrator/Clerk/Treasurer. It is the intent of the Village Administrator/Clerk/Treasurer to process applications within thirty (30) calendar days of submittal of the complete and correct application package. Billing changes required to implement adjustments will be applied retroactively to the date the customer submitted a complete application. Adjustments shall be made by crediting the customer's stormwater utility charge until any overpayment has been fully repaid. A pending application for credit shall not constitute a valid reason for non-payment of the current Stormwater utility charges.

ADJUSTMENT TYPES

Customer may be eligible to have the number of ERUs assigned to their property adjusted under the conditions described below

Nonresidential Property. Properties which have been assigned a nonresidential user classification by the Village Administrator/Clerk/Treasurer may be eligible to reduce the number of ERUs assigned to the property if either of the following conditions exist:

1. The property owner can show that the cumulative impervious area on the parcel is less than half of the impervious area of one ERU, in which case the number of ERUs assigned to the property may be reduced to zero.
2. The property owner can demonstrate that the number of ERUs allocated to their property is incorrect. In such cases, the allocated ERUs may be adjusted if the owner can provide information showing the actual square footage calculation.

Residential Property. Properties which have been assigned a residential user classification by the Village Administrator/Clerk/Treasurer may be eligible to reduce the number of ERUs assigned to the property if either of the following conditions exist:

1. The property owner can show that all of the living units on the parcel have been accounted on an adjacent parcel with the same owner, in which case the parcel may be reclassified as undeveloped.
2. The property owner can demonstrate that the number of living units assigned to the property is incorrect, in which case the number of ERUs assigned to the property will be adjusted to reflect the actual number of living units.

**VILLAGE OF BELLEVILLE STORMWATER UTILITY
CREDIT APPLICATION FORM**

Form 1, Part A – GENERAL INFORMATION

Credits Applied for (check all that apply):

- Flow Control
- Water Quality
- Other

Applicant Information (Financially Responsible Entity): (Please print or type)

Name: _____

Address: _____

City: _____ State _____ Zip _____

Contact: _____ Email _____ Telephone _____

Property Owner Information (If different from above):

Name: _____

Address: _____

City: _____ State _____ Zip _____

Contact: _____ Email _____ Telephone _____

Property Information:

Property Location/Address: _____

Receiving Water's Name (if applicable): _____

Parcel ID Number (PIN): _____ Stormwater Utility Acct No. _____

Property Size (SF/Acre) _____ Impervious Area (SF) _____

Brief Description of Stormwater Facilities at Location (if applicable):

Plan Review Information:

Have this project and its stormwater calculations been previously approved by the village?

Yes No

If Yes, date of final approval of plan and calculations:

(If no copy is on file, Village will notify Applicant to request a copy.)

If No, provide copies of as-built plans and calculations showing the project meets minimum village requirements.

The above information is true and correct to the best of my knowledge and belief. (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). I agree to provide corrected information should there be any change in the information provided herein.

Type or print name

Title or Authority

Signature

Date

The following certification is required for approval of all credits for which a certified technical submission was required:

Type or print name

Prof. License Type & Number

Signature

Date

Phone

Form 1, Part B – Overall Credit Calculation

TOTAL IMPERVIOUS AREA

1 Total Impervious Area _____ sq ft

FLOW CONTROL CREDIT

2 Total Impervious Area Eligible for Flow Control Credit* (10) + (11) + (12) = _____ sq ft

3 Percent Impervious Area Eligible for Flow Control Credit (2) ÷ (1) = _____

4 Peak Discharge Property Credit (3) x (0.25) = _____

WATER QUALITY CREDIT

5 Total Impervious Area Eligible for Water Quality Credit** (13) + (14) + (15) = _____ sq ft

6 Percent Impervious Area Eligible for Flow Control Credit (5) ÷ (1) = _____

7 Peak Discharge Property Credit (6) x (0.25) = _____

OTHER CREDIT

8 Other Credit Amount (must be ≤ 0.10) _____

TOTAL CREDIT

9 Utility Fee Credit (4) + (7) + (8) or 0.5, whichever is less _____

* Peak discharge rates offsite for each drainage area where credit is claimed must be entered in the tables on pgs. 2-4.

** TSS removal rates offsite for each drainage area where credit is claimed must be entered in the tables on p. 6.

FORM 1, PART C – PEAK FLOW CONTROL CREDIT

Discharge Location 1*** _____
Description

Existing Development 2- yr
Re-Development 2-, 10- yr
New Development 2-, 10-, 100-yr

(10) Impervious Area draining to Discharge Location 1 _____ sq ft

PEAK FLOW RATE DATA

Storm Event	(A) Pre-Development	cfs	(B) Post-Development, No Controls	cfs	(C) Post-Development, with Controls	cfs	C is at least 10% less than A?			Required For	Location Eligible for Credit?	
							YES	NO	N/A		YES	NO
2- year _____	_____	cfs	_____	cfs	_____	cfs	YES	NO		<i>All Applicants</i>	YES NO	
10- year _____	_____	cfs	_____	cfs	_____	cfs	YES	NO	N/A	<i>New-and Re-Devopment Only</i>		
100- year _____	_____	cfs	_____	cfs	_____	cfs	YES	NO	N/A	<i>New Develppment Only</i>		

Discharge Location 2***

_____ *Description*

Existing Development 2- yr
Re-Development 2-, 10- yr
New Development 2-, 10-, 100-yr

(11) Impervious Area draining to Discharge Location 2 _____ sq ft

PEAK FLOW RATE DATA

(A)		(B)		(C)		C is at least 10% less than A?			Required For	Location Eligible for Credit?
Storm Event	Pre-Development	Post-Development, No Controls	Post-Development, with Controls	Post-Development, with Controls	Post-Development, with Controls	YES	NO	N/A		
2- year	_____ cfs	_____ cfs	_____ cfs	_____ cfs	_____ cfs	YES	NO		<i>All Applicants</i>	YES NO
10- year	_____ cfs	_____ cfs	_____ cfs	_____ cfs	_____ cfs	YES	NO	N/A	<i>New-and Re-Devopment Only</i>	
100- year	_____ cfs	_____ cfs	_____ cfs	_____ cfs	_____ cfs	YES	NO	N/A	<i>New Develppment Only</i>	

Discharge Location 3***

_____ Description

- Existing Development 2- yr
 Re-Development 2-, 10- yr
 New Development 2-, 10-, 100-yr

(12) Impervious Area draining to Discharge Location 3 _____ sq ft

PEAK FLOW RATE DATA

Storm Event	(A) Pre-Development		(B) Post-Development, No Controls		(C) Post-Development, with Controls		C is at least 10% less than A?			Required For	Location Eligible for Credit?
	_____	cfs	_____	cfs	_____	cfs	YES	NO	N/A		YES NO
2- year	_____	cfs	_____	cfs	_____	cfs	YES	NO		All Applicants	YES NO
10- year	_____	cfs	_____	cfs	_____	cfs	YES	NO	N/A	New-and Re-Devopment Only	
100- year	_____	cfs	_____	cfs	_____	cfs	YES	NO	N/A	New Develppment Only	

*** Calculation Worksheets are provided for three (3) discharge locations; attach more if needed.

FORM 1, PART D – WATER QUALITY CREDIT

Discharge Location A*** _____
Description

(13) Impervious Area _____ sq ft

Existing Development 40%
Re-Development 60%
New Development 85%

Average Annual TSS in Runoff

(A) Generated _____ lbs/yr

(B) Discharged from Site _____ lbs/yr

(C) % Reduction $1 - [(B) \div (A)]$
 _____ %

Location Eligible for Credit? YES NO

Discharge Location B*** _____
Description

(14) Impervious Area _____ sq ft

Existing Development 40%
Re-Development 60%
New Development 85%

Average Annual TSS Load in Runoff

(A) Generated _____ lbs/yr

(B) Discharged from Site _____ lbs/yr

(C) % Reduction $1 - [(B) \div (A)]$
 _____ %

Location Eligible for Credit? YES NO

FLOW CONTROL APPLICATION CHECKLIST

- Maintenance Information
- Narrative describing the site and post-development flow control practices
Site plan(s) at a scale of 1"=100' or larger displaying the following following information:
location, dimension, and characteristic of drainage patterns and stormwater management
- facilities; location of impervious surfaces; soils; topography; detention facility outlet structure(s) details; watershed routing to the detention facility(s).
- Calculations (and factors used for calculations) performed to determine existing, post-developed "managed", and post-developed "un-managed" peak flow control
- Documents showing that the Village Stormwater Ordinance and Construction Standards in effect at the time of construction were met at the time of development
- Complete Signed Application
- Application Fee

WATER QUALITY CONTROL APPLICATION CHECKLIST

- Maintenance Information
- Narrative describing the site and suspended solids removal practices
Site plan(s) at a scale of 1"=100' or larger displaying the following following information:
location, dimension, and characteristic of drainage patterns and stormwater management
- facilities; location of impervious surfaces; soils; topography; detention facility outlet structure(s) details; watershed routing to the detention facility(s).
- Factors used for determining average annual suspended solids removal rate
- Documents showing that the Village Stormwater Ordinance and Construction Standards in effect at the time of construction were met at the time of development
- Complete Signed Application
- Application Fee

"OTHER" APPLICATION CHECKLIST

-

PARCEL ID NO (PIN) _____
STORMWATER UTILITY ACCOUNT NO. _____

- Narrative describing the proposed practices or program
- Complete Signed Application
- Application Fee

REVIEWER COMPLETE BELOW

- Credit Application Approved**
- Credit Application Not Approved**

Village Administrator/Clerk/Treasurer (or designee) (Print Name)

Village Administrator/Clerk/Treasurer (or designee) (Sign Name)

Date

**VILLAGE OF BELLEVILLE STORMWATER UTILITY
ADJUSTMENT APPLICATION FORM**

Form B – STORMWATER ERU CHARGE ADJUSTMENT APPLICATION

Credits Applied for (check all that apply):

- Residential
 Non-Residential
 Other _____

Applicant Information (Financially Responsible Entity): (Please print or type)

Name: _____

Address: _____

City: _____ State _____ Zip _____

Contact: _____ Email _____ Telephone _____

Property Owner Information (If different from above):

Name: _____

Address: _____

City: _____ State _____ Zip _____

Contact: _____ Email _____ Telephone _____

Property Information:

Property Location/Address: _____

Receiving Water's Name (if applicable): _____

Parcel ID Number (PIN): _____ Stormwater Utility Acct No. _____

Property Size (SF/Acre) _____ Impervious Area (SF) _____

Breif Description of Reason for Charge Adjustment Request

Supplemental Information

Data Submitted in Support of Adjustment Application

- Site Plans Site Survey Aerial Photo Other _____

The above information is true and correct to the best of my knowledge and belief. (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). I agree to provide corrected information should there be any change in the information provided herein.

Type or print name

Title or Authority

Signature

Date

ERU CHARGE ADJUSTMENT APPLICATION CHECKLIST

- Complete Signed Application
 Application Fee

REVIEWER COMPLETE BELOW

- Credit Application Approved
 Credit Application Not Approved

Village Administrator/Clerk/Treasurer (or designee) (Print Name)

Village Administrator/Clerk/Treasurer (or designee) (Sign Name)

Date