



APPLICATION FOR STORMWATER UTILITY FEE CREDIT

Stormwater Utility customers may receive a credit for constructing, operating and maintaining a stormwater facility on the property per Ordinance # O-19-02 and the Stormwater Utility Fee Credit Policy. Customers seeking a credit must submit all required information by no later than June 1st to be eligible for a Stormwater Utility Fee credit. All Stormwater Utility Fees will be listed on the property tax mail-out in November.

- Applications for Stormwater Utility Fee Credits can be obtained and should be submitted to the Public Works Facility - Front Desk, 505 Airport Drive West, Sebastian, Florida **OR** visit our website at www.cityofsebastian.org.
- After the application form and related materials have been submitted, the application will be reviewed and processed by a City agent for conformance to acceptable stormwater management practices and site plan approvals.
- A City agent will review the application and perform a site inspection within 30 working days, unless extensive modifications to the application or extenuating circumstances require additional time. If the application is approved, the conditions of approval will be noted upon the application. If the application is rejected, or modified, reasons for rejection or modification will be noted on the application.
- Following initial approval, the customer must submit a signed and sealed statement by a Florida registered professional engineer that certifies the system is operation as designed and has been properly maintained.
- A renewal request application must be made every three years and accompanied by an Operation and Maintenance record documenting all maintenance procedures conducted including inspections, mowing, and trash/sediment removal AND plans/permits depicting any changes to the facilities, if applicable. Failure to operate or maintain the facility shall be reason for forfeiture of the credit.

Supporting Documentation

- 1) Site plan and as-built construction drawings (as certified by a licensed surveyor, architect, or engineer) at an appropriate scale, showing the grading and drainage plan for the property which typically includes: boundary survey, topographic and soil surveys; overland flow paths, all stormwater facilities, discharge structure, and area of impervious surface.
- 2) A current St. Johns River Water Management District stormwater management permit and supporting documentation for the development outlining the storm event storage and treatment volume, and maintenance criteria, **OR** if not applicable, a description of alternative stormwater management design criteria incorporated into the site design to reduce stormwater volume and increase water quality from the development including Low Impact Design (LID) or Best Management Practices (BMP).
- 3) An authorized signature as part of the application stating that the property owner agrees to maintain the stormwater management system in accordance with the applicable permits and/or site plan improvements. Failure to operate the facility as designed shall be reason for forfeiture of the credit. The City shall inspect and notify the property owner/operator of the facility's deficiencies during the inspection period. The owner/operator will have thirty (30) days to comply or the stormwater fee credit will be rescinded.



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New Application **Renewal Application**

1. Site Information:

Site Address: _____

Site Known as: _____

Parcel ID #: _____

*[If site plan includes multiple parcels, include all.]

2. Applicant Information:

Authorized Agent/Owner's Name: _____

Contact Name: _____

Contact Phone: _____

Contact Email or Fax: _____

Mailing Address: _____

By acceptance of the credit granted herein, the undersigned agrees to be bound by the general policies of the Sebastian Stormwater Utility and any special conditions of approval as noted by the City of Sebastian.

Certification: As owner or authorized agent, I hereby certify that the stormwater facilities of this property have not been altered in any way from the original facility as permitted by St. John's River Water Management District or other authorized entity.

Certification: As owner or authorized agent, I hereby certify that the maintenance records documenting all maintenance to the stormwater facilities for this property are true and correct.



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_____ **Print name**

_____ **Signature**

_____ **Date**

Notary:

STATE OF FLORIDA
COUNTY OF _____

I hereby certify that on _____, 20____ personally appeared _____ who is ___ personally known to me or has ___ produced identification. Type of identification produced: _____.

[SEAL]

Notary Public
My Commission Expires: _____

Applications may be submitted by email, mail, or hand delivery.

Submit applications to: **Public Works Dept.**
 City of Sebastian
 505 Airport Drive West
 Sebastian, FL 32958
 Email: rkelley@cityofsebastian.org