City of Gresham

Stormwater Utility

Fee Adjustment Information and Application
"Other Credit"

For: Commercial/Industrial/Multi-Family/Community Service Customers

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Fee Adjustment Opportunities

Gresham Revised Code Chapter 3
Current Stormwater Rate Resolution

The City of Gresham's Stormwater Ordinance and Rate Resolution provides several opportunities for eligible customers to reduce their stormwater fees.

Commercial/Industrial, Community Service, and Multi-Family Customers (triplex and larger) are eligible for a fee adjustment if they have on-site mitigation facilities which exceed[1] City design requirements which provide:

- The on-site mitigation facilities meet all city, state and Federal water quality requirements.
- The on-site mitigation facilities are built to City standards or the approved equivalent.
- The customer establishes a maintenance program that will maintain the on-site mitigation facility to its operational capacity.
- A registered civil engineer certifies that the on-site mitigation facility will function to its design capacity.

[1]Credits are not provided for systems which meet only the basic requirements for development approval.

In addition, the applicant must certify that no wastewater drains are, or will be, connected to the system, and that their use of the on-site systems is in compliance with all applicable City, State, and Federal regulations and water quality protection requirements.

On-site System Requirements

To qualify for a fee adjustment, private stormwater facilities must meet several specific criteria. The previous page presented a summary of the basic requirements for on-site systems. (For a definition of "on-site mitigation facilities", see "Terminology & Definitions" see page 5). If you believe that your on-site system meets the basic requirements, please read the general explanations of the system and application requirements, which follow. These should help you decide whether or not you are eligible and wish to proceed with the application process.

1) **On-site mitigation facilities shall meet all city, county, state, and Federal water quality requirements.**

The U.S. Environmental Protection Agency requires urban areas to reduce and control the water quality of all stormwater discharged from developed areas. The program is called the National Pollutant Discharge Elimination System (NPDES) and is administered locally by the Oregon Department of Environmental Quality. In addition, local and regional groundwater protection efforts, and proposed (04/01) state-wide Underground Injection Control regulations will require the need for operational and maintenance designs, which will remove or reduce pollutants being introduced to groundwater. Such operational and maintenance designs will be reviewed on a site-specific basis to determine whether the goals are being met.

2) **On-site mitigation facilities must be built to city <u>public works</u> standards or the approved equivalent.**

Credits are offered for private facilities on the assumption that if they perform to city public facility standards, for both water quantity and quality, the Gresham Stormwater Utility will realize a cost savings due to a reduced demand for "stormwater services" (see "Terminology & Definitions"). In the case of drywells, both a "sump system" and a means of protecting against inadvertent spills will be required.

3) **The customer must establish a maintenance program that will maintain the on-site mitigation facility to its operational capacity.**

Facilities that are not maintained frequently cease to perform to their design capacity with respect to both capacity and water quality requirements. Often, a change of ownership does not include a forwarding of information about the design and intended performance of on-site systems. By requiring a maintenance plan to be filed with the City, the Stormwater Division has a means of ensuring that future owners will have the necessary information to ensure continued compliance with design requirements.

4) **A registered civil engineer must certify that the on-site mitigation facility will function to its design capacity.**

For new development, a certification of system capacity is normally required. The method used may depend upon the type of system. In case of drywells, a field test of system capacity will be required, according to procedures described in the City Public Works Standards. For other infiltration systems, one or more percolation tests may be required. The actual requirements will vary by site, since no single method is applicable in all situations. In all cases, certification must come from a registered civil or geotechnical engineer. For existing facilities, this requirement will ensure that the current system performance meets expectations.

Application & Submittal Requirements

If you choose to apply for a fee adjustment for your private, on-site facilities, you will need to submit the following information to the Stormwater Division for review:

1) **An approved site drainage plan**
   This is already required for review and approval of new development. For existing development, it will be equivalent to new development requirements, including engineering drawings, showing all public and private stormwater facilities information, site topography, and details of the facilities being considered for credit.

2) **Runoff calculations for pre- and post-development site conditions**
   It will be necessary to provide calculations showing the peak runoff flows and volumes for site conditions before and after development for the design storms specified by the city. Post-development calculations, assuming the on-site mitigation facilities are in place, must also be provided.

3) **A completed stormwater utility fee adjustment worksheet –**
   You must calculate the fee adjustment that you are requesting using the worksheet provided by the city. The worksheet will be reviewed using the other supporting documentation required with the submittal. The information needed to complete the worksheet will come from the results of (1) and (2) above. The credit percentage will be calculated by a formula relating runoff from the site before development site to runoff from the developed site with the mitigation facilities in place.

4) **A certification of system capacity**
   This certification by a registered civil engineer was described previously. (see On-site System Requirements).

5) **A completed application**
   This includes a certification, (see statement of certification in the application form), by the customer as to the accuracy of the submittal materials.

6) **An application fee**
   There is a review and application fee of $50 plus $1 per total DRU's on the property(s) for consideration, which is payable at the time the application is submitted.

Terminology & Definitions

The following definitions may help clarify explanations of eligibility requirements for fee adjustments relating to on-site mitigation facilities. All definitions are as presented in City of Gresham Revised Code.

Drainage Residential Unit (DRU) - One drainage residential unit is the impervious surface area, which is estimated to place approximately equal demand on the public stormwater system as that placed by an average dwelling unit. One DRU equals 2500 square feet of impervious surface.

Impervious surface - Any structures or surface improvements that prevent or retard infiltration of water into the surface of the soil or that cause water to runoff the surfaces in greater quantity, or at an increased rate of flow, compared to the natural condition of the property before development.

Major storm event - A rain or snow storm, or a combined rainfall and snowmelt event, which produces stormwater runoff equivalent to that produced by the 10 year to 100 year rainfall events used by the city for the design of public facilities.

Net stormwater runoff - The increment of stormwater runoff from a property that is attributable to development on that property.

On-site mitigation facilities - Facilities which the manager has determined **reduce net stormwater runoff** from an improved property, **and reduce pollution** into the surface water and groundwater. These mitigation facilities include systems which retain, or otherwise dispose of stormwater runoff in a manner prescribed by the city. On-site mitigation facilities must be designed, constructed, and maintained to the city's standards. Acceptable on-site mitigation facilities shall be described by the city.

Person responsible - The owner, agent, occupant, lessee, tenant, contract purchase, or other person having possession of the property. If no person is in possession of the property, then the person in control of the use of the property, or in control of the development of the property.

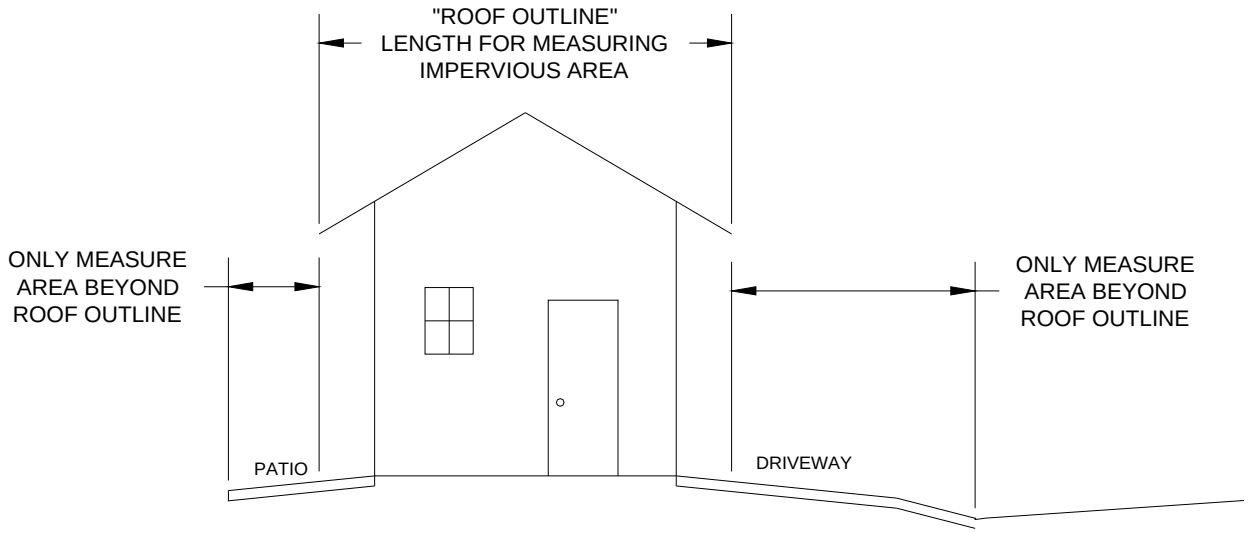
Public Stormwater System - All public facilities or improvements that convey or control the flow of stormwater, or that improve or control the water quality of stormwater. The public stormwater system includes open drainageways; closed conduit storm drains; culverts, dams; levees; desilting, detention, retention, and recharging basins or structures; outfall structures; sumps; wetlands; curbs; gutters; and equipment and appurtenances necessary to operate any of the above. The public stormwater system also includes the waters of the United States and the State of Oregon and creeks located within the city.

Stormwater Service - The operation of the city's stormwater utility in providing programs and facilities for maintaining, improving, regulating, collecting, and managing stormwater quantity and quality within the city's service area.

Explanation of Impervious Areas

Impervious surfaces are those areas covered by buildings, asphalt, concrete or any other material, which prevents rain from soaking into the ground, over which it is placed. The areas used in the calculation of total impervious area for all developed properties include:

- **Buildings** - This is the measurement of the roof outline of **all** buildings as though you were looking down from above. Sometimes this is called the "drip line" (see the figure below). It is where water overflowing from your gutters, or running off the roof would land on the ground. It is **not** a measurement of the walls of a building at ground level.
- **Patios, solid walkways, stairs** - This includes all impervious surfaces, which extend beyond the edge of the roof. Any impervious areas, which lie directly below the roof overhand, have already been included with the roof measurement.
- **Driveways** - This includes all paved driveway areas to the back of the sidewalk, if sidewalks are present, or to the edge of the street pavement, if sidewalks are absent. Graveled areas are not included.
- **Sidewalks** - All sidewalks on or adjacent to the property are included.
- **Parking areas** - All paved areas are included. Graveled parking areas are not.



INSTRUCTIONS
FOR
ON-SITE MITIGATION FACILITY
FEE ADJUSTMENT WORKSHEET

1. Calculate the total impervious area (I) for the site. If this is a new development, impervious area should have been calculated for purposes of obtaining a stormwater permit. If this is an existing development, this information is available from the city.

2. Calculate total monthly utility fee (F) without credit using:

$$F = \frac{I}{DRU} \times R$$

where,

F = monthly fee for the property without credit;
I = total impervious area on the site in square feet;
DRU = 2500 sq. ft., the average amount of impervious surface on a residential parcel.
R = Current rate per DRU

3. Obtain or develop a site drainage plan showing:
- site topography
- all on-site stormwater facilities
- public stormwater system to which site discharges

4. Calculate the peak runoff rate from the site for pre-developed conditions (Q_P) for the return period specified by the city. The rational method may be used and appropriate intensities are available from the city.

5. Calculate the peak runoff rate from the site for developed conditions (Q_D), with mitigation facilities in place, for the return period specified by the city.

6. Calculate the monthly credit using:

$$C = F \times P \times \left[1-\left(\frac{Q_d}{Q_p}\right)\right]$$

where,

C = credit amount to subtract from monthly fee;
P = .27, maximum credit percentage;
Q_p = peak runoff rate from the site for pre-developed conditions;
Q_d = peak runoff rate from the developed site with improvements in place;

5. Calculate the adjusted monthly utility fee including the credit:

$$AF = F - C$$

where,

AF = adjusted fee including credits.

Stormwater Fee Adjustment Application
-Other Credit-

Remember to include the application fee of $50 plus $1/DRU at the time of submittal.

Utility Account # _____ Tax ID# **R**_____

Customer Name _____ Contact Name _____

Site Address _____ Daytime Phone _____

_____

Billing Name/Address (if different) _____

Credit Amount (enter amount "C" calculated on worksheet) _____

Adjusted Fee (enter amount "AF" calculated on worksheet) _____

Submittal requirements checklist: (check all items included)

_____ An approved site drainage plan
_____ Runoff calculations for pre- and post-development site conditions
_____ A completed stormwater utility fee credit calculation worksheet
_____ Certification of system capacity
_____ A completed application with signed Statement of Certification

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Statement of Certification

No floor drains, appliance drains or wastewater lines are or will be connected to the drywells(s) on my property. No household chemicals, pesticides, gas, oil or other pollutants are allowed to enter the drywell(s) on my property. I attest that the information included with this submittal is accurate and that the facilities in question were designed and will be operated and maintained to the standards established by the City of Gresham. Further, I grant the City permission to inspect the operation of said facilities upon reasonable notice that such an inspection is pending. I certify that I am the individual responsible for the accuracy of all information. I am aware that there are significant penalties for submitting false information.

_____ _____

Signature of Responsible Party Date

----------DO NOT WRITE BELOW THIS LINE----------
FOR OFFICE USE ONLY

Date received _____ Received by _____ Fee paid $_____

Information Submitted:

_____ Site drainage plan _____ Statement of Certification signed
_____ Site runoff calculations _____ Credit calculation worksheet
_____ Certification of system capacity

Application Reviewed by:_____ of _____ on _____
Reviewer Dept./Div. Date

Disposition of Credit Application _____ Approved as submitted _____ Credit denied
_____ Add'l info. req'd for review _____ Re-submittal

Billing: Rcvd _____ Entered _____ Fee Multiplier _____ Credit eff. date _____

Comments: _____

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