



Colchester

VERMONT



Stormwater User Fee Credit Manual

Adopted by the Colchester Selectboard on April 25, 2017

Town of Colchester
Stormwater User Fee Credit Manual

Table of Contents

Section 1 – Introduction	Page 1
Section 2 – Definitions	Page 2
Section 3 – Credit Policies and Instructions	Page 4
3.1 General	Page 4
3.2 Compliance	Page 4
Section 4 – Credit Categories and Descriptions	Page 5
4.1 Stormwater Treatment Practice (STP) Credit	Page 5
4.2 Traditional Municipal Separated Storm Sewer System (MS4) Credit	Page 7
4.3 Non-traditional Separated Storm Sewer System (MS4) Credit	Page 8
4.4 Transportation Separated Storm Sewer System (MS4) Credit	Page 9
4.5 Stormwater Education Credit	Page 9
Section 5 - Credit Applications Procedure and Appeals	Page 10
5.1 Application Procedure	Page 10
5.2 Appeals	Page 11
Appendix – Credit Application Forms	
• Stormwater Utility Checklist for STP Credit	
• STP Credit Application, Form 1	
• STP Credit Application, Form 2	
• MS4 Credit Application	
• Education Credit Application	

SECTION 1.0 INTRODUCTION

- 1.1 On April 25, 2017, the Selectboard for the Town of Colchester established the Colchester Stormwater Utility through the amendment of the Colchester Code of Ordinances, Chapter 18, Stormwater. The Ordinance established a utility that allows for the collection of user fees for a strengthened storm water program that is designed to more adequately address administrative and planning functions, infrastructure maintenance and repair, education and outreach, and capital improvements. The Utility is a division of the Town's Department of Public Works.
- 1.2 The user fee provides a stable and adequate source of revenue for the Town's stormwater management program that allocates the costs of stormwater services equitably across every stormwater user in the Town through a stormwater utility fee (or user fee). Impervious surfaces, which are manmade surfaces that cannot effectively infiltrate rainfall, such as but not limited to; paved and unpaved roads, rooftops, parking lots, walkways and driveways, compacted gravel or soil surfaces, including those created through agricultural activities, and other similar surfaces, are the basis of the fee charged to property or parcel owners. The stormwater fee that a property or parcel owner pays is directly proportional to the impervious area located on their property or parcel. For those properties or parcels that have no impervious surface, the owners shall pay a minimum user fee as defined in Chapter 18, Stormwater.
- 1.3 The Colchester Stormwater Utility offers credits against the stormwater fee for property or parcel owners who undertake specific, approved actions that reduce the impact of stormwater runoff into the public stormwater system, or provide an ongoing public benefit related to stormwater management. A credit is an on-going reduction in a property or parcel's calculated stormwater fee.
- 1.4 To qualify for any of the user fee credits, the property or parcel owner must fill out a credit application and submit it to the Department of Public Works. The application will be evaluated to determine the amount of credit using the Stormwater User Fee Credit Manual. Single family properties as defined in Chapter 18, Stormwater, and vacant or undeveloped properties or parcels are not eligible to receive credits. All other property or parcel owners are eligible for credits regardless of whether they have a valid state stormwater, MS4, or TS4 permit. Credits offer a reduction of up to 50% of a property or parcel owner's user fee with the exception of the Vermont Agency of Transportation whose maximum credit allowance is 35%.

SECTION 2.0 DEFINITIONS

- 2.1 *Best Management Practices, (BMP's)* shall mean a schedule of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce water pollution.
- 2.2 *Credit* shall mean an ongoing reduction in a property or parcel's normally calculated stormwater fee for certain qualifying activities that reduce the impact of increased stormwater runoff resulting from development, or provide an ongoing public benefit related to stormwater management.
- 2.3 *Department of Public Works* shall mean the employees or designees of the Director of Public Works.
- 2.4 *Director* shall mean the Director of Public Works for the Town of Colchester.
- 2.5 *Impervious Surface* shall mean those manmade surfaces that cannot effectively infiltrate rainfall. Examples include, but shall not be limited to; paved and unpaved roads, rooftops, parking lots, walkways and driveways, compacted gravel or soil surfaces, included those created through agricultural activities, storage areas, awnings and other fabric or plastic coverings.
- 2.6 *Municipal Separate Storm Sewer System, or MS4* shall mean a conveyance or system of conveyances (including roads with drainage systems, municipal or non-municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains): (a) owned or operated by the Town of Colchester or another designated MS4 entity that discharges to surface waters or ground water; (b) designed or used for collecting or conveying storm water; (c) which is not a combined sewer; and (d) which is not part of a Publically Owned Treatment Works (POTW) as defined in 40 CFR, Section 122.2. Subsets include traditional MS4's which are defined as a municipality that has been assigned MS4 designation, and non-traditional MS4's which are not a municipality, yet have also been assigned a MS4 designation.
- 2.7 *Non-Single Family Property* shall mean any single parcel of developed land with impervious surfaces that is not a single-family residential property as defined herein. This includes but is not limited to, professional condominium developments, residential properties or parcels with more than 3 units such as four-plexes and apartment buildings, not-for-profit properties or parcels, commercial or industrial properties or parcels, mobile home parks, educational institution sites, agricultural properties or parcels, public properties or parcels including roadways, parks and recreation sites, parking lots and storage sites, and hospitals and nursing homes.

- 2.8 *Property Owner* shall mean any person, firm, partnership, association, joint venture, corporation or other entity or combination of entities who alone, jointly, or severally with others hold(s) legal or equitable title to any real-estate. The term “*Property Owner*” shall also include heirs, successors, and assigns.
- 2.9 *Single-family property* shall mean any single parcel of developed land that contains a single family home (including mobile homes on individually owed lots), or a duplex, or a tri-plex, or any combination of the previous uses that does not exceed three dwelling units. Residential condominium developments with individually owned units are considered single family properties for the purposes of this ordinance. The definition includes single family properties where a legal home business/occupation exists.
- 2.10 *Stormwater* shall mean precipitation and snowmelt that does not infiltrate into the soil including material dissolved or suspended in it, but does not include discharges from undisturbed natural terrain.
- 2.11 *Stormwater Runoff* shall mean flow on the surface of the ground, resulting from precipitation.
- 2.12 *Stormwater Treatment Practice (STP)* shall mean measures, either structural or non-structural, that are determined to be the most effective, practical means of preventing or reducing point source or non-point source stormwater pollution inputs to stormwater runoff and water bodies.
- 2.13 *Transportation Separate Storm Sewer System, or TS4* shall mean Vermont Agency of Transportation owned or controlled state highways, sidewalks, multi-use pedestrian paths, welcome centers, airports, gravel pits, mineral mining facilities, maintenance facilities, park & rides, truck weigh stations, and other impervious surfaces, and Vermont Agency of Transportation owned facilities leased to third parties, except for rail lines, rail yards, public transit facilities, and rail trails.”

SECTION 3.0 CREDIT POLICIES AND INSTRUCTIONS

3.1 – General

- 3.1.1 Credit is given to eligible property or parcel owners only, as described in this manual. Credits will remain in effect as long as the property or parcel is eligible as per the credit descriptions defined herein, and remain in compliance in accordance with the requirements of this credit manual.
- 3.1.2 Multiple credits can be given to eligible properties or parcels. The total credit to any given property or parcel cannot exceed 50% of the stormwater fee for that property or parcel, and at no time will a property or parcel owner eligible for credits pay less than the fee assessed for single family properties.
- 3.1.3 It is the responsibility of the property or parcel owner to apply for stormwater credits and provide the necessary information with the credit application. All proposed Best Management Practices, (BMP's) including engineering calculations, drawings, and inspection reports required by the application must be prepared and stamped by a VT Licensed Professional Engineer. All applications and required information are to be submitted to the Department of Public Works. All questions related to credits and credit applications should be directed to the Storm Water Coordinator within the Department of Public Works. All approvals, denials, or revocation of stormwater credits shall be made by the Director.
- 3.1.4 Credit applications are available from the Department of Public Works and will only be reviewed if they are filled out completely. The review will take place within four (4) weeks after a complete application is submitted. If credit applications are approved at least two months before an applicant's next regularly scheduled bill issue date, the credit will be applied beginning with that next regularly scheduled bill. If a credit application is not approved, the applicant will be notified by U.S. mail.

3.2 – Compliance

- 3.2.1 The Department of Public Works will, at its discretion, undertake a periodic visual inspection of the BMP's being utilized to obtain a credit. If the BMP facility is not functional or is not being adequately maintained, the credit will be voided on subsequent billing cycles. The Director may revoke a credit at any time for non-compliance by providing thirty (30) days written notice of a non-complying condition and intent to revoke the credit to the property or parcel owner. If the non-compliance is not cured within the 30 day period, the Director shall eliminate the credit. The property or parcel owner will then have to reapply for credit as outlined in this manual.

- 3.2.2 Properties or parcels that have been issued storm water credits will be required to submit compliance statements every two (2) years from the date of credit issuance. The Director may revoke a credit for failure to submit this compliance statement by providing thirty (30) days written notice to the property or parcel owner. If the non-compliance is not cured within the thirty (30) day period, the Director shall eliminate the credit. Before the credit is re-instated, the property or parcel owner will have to reapply for the credit as outlined in this manual.

SECTION 4.0 CREDIT CATEGORIES AND DESCRIPTIONS

4.1 - Stormwater Treatment Practice (STP) Credit

- 4.1.1 A STP Credit is available to *non-single family properties* that design, construct and maintain Stormwater Treatment Practices that meet the treatment standards, sizing criteria, and/or non-structural criteria and restrictions contained in the *Vermont Stormwater Management Manual*, as amended.
- 4.1.2 The STP credit shall be based on the treatment standards that are implemented on a non-single family property. A property or parcel can implement one or more of the treatment standards, and receive a credit up to, but not exceeding, 50% of the stormwater fee for the property or parcel. STP credits will only be applied to that portion of a property or parcel served by a stormwater treatment practice.
- 4.1.3 Property or parcel owners that construct and maintain STPs that control stormwater from other off-site private properties or parcels are eligible to receive STP credits up to a maximum of 50% of the total stormwater fees for those properties or parcels. Credits for off-site properties or parcels will only be applied to the stormwater fee assessed for the property or parcel on which the STP is located. The maximum credit shall not exceed 100% of the stormwater fee assessed for the property or parcel on which the STP is located.

4.1.4 Table 1 contains the available credit allocation for each treatment standard.

Table 1. STP Credit Percentages

Treatment Standard or Criteria	Credit Amount
Water Quality (WQ _v)	15%
Groundwater Recharge (Re _v)	15%
Channel Protection (CP _v)	15%
Overbank Flood (Q _{p10}) or Extreme Storm (Q _{p100})	10%
Non-structural Practices	10%

4.1.5 Properties or parcels that qualify for waivers of the Groundwater Recharge, the Overbank Flood, or the Extreme Flood treatment standards are not eligible for the STP credit for the treatment standard that has been waived. For those properties or parcels that implement controls for both Q_{p10} and Q_{p100} treatment standards, a maximum of 10% credit is available for flood control STPs.

4.1.6 Credits are available when non-structural practices as contained within the Vermont Stormwater Management Manual, (VSMM), are employed on a site allowing reductions in the required treatment volumes for water quality (WQ_v) and recharge, (Re_v). In general, all policies regarding STP credits apply to non-structural practices. Additional specific policies are as follows:

4.1.7 A maximum 10% credit will be available to non-single family properties that implement one (or more) of the following non-structural STPs. Credits for non-structural practices will only be applied to that portion of a property or parcel served by the non-structural practice where applicable.

- Natural area conservation
- Disconnect rooftop runoff and direct to a pervious area that provides for infiltration and/or filtering
- Disconnect non-rooftop runoff to impervious surface areas and direct to pervious areas that provide for infiltration and/or filtering
- Stream buffers
- Grass channels

4.1.8 Sufficient information must be provided to the Department of Public Works to verify that the STPs and non-structural practices, as designed and constructed, will meet the treatment standards and criteria and/or restrictions as specified within the *Vermont Stormwater Management Manual*, as amended.

4.1.9 All STPs and non-structural practices must be operated and maintained in proper condition at all times to control stormwater runoff to the treatment standards and criteria and/or restrictions as specified within the *Vermont Stormwater Management Manual*, as amended. Failure of the applicant to meet these requirements will result in the discontinuance of the credit. At least thirty (30) days' notice of a non-complying condition and intent to revoke the credit shall be provided to the property or parcel owner allowing an opportunity to attain compliance. The Director of Public Works may extend this notice period if deemed appropriate.

4.2 – Traditional Municipal Separated Storm Sewer System (MS4) Credit

4.2.1 A credit is available to non-single family properties that are identified by the State of Vermont as a traditional municipal separate storm sewer system, (MS4) that is required by the State of Vermont to comply with General Permit 3-9014, as amended. Eligible MS4 entities that are in compliance with their MS4 permit requirements can receive a 35% reduction in the total storm water fee assessed to their property or parcel. If the MS4 entity owns multiple properties or parcels and therefore receives multiple bills, the 35% credit will be applied to every fee assessed to the MS4 entity. The total credit provided to

any property or parcel cannot exceed 50% of the storm water fee for that property or parcel.

4.2.2 MS4 credits are assessed during the year after applicable permit or regulation compliance has been achieved. The MS4 permit annual report must be submitted and approved by the Director of Public Works in order for the MS4 entity to receive a 35% credit for the following year. To be considered for the MS4 credit, the MS4 entity must submit a completed application form to the Department of Public Works. MS4 credit applicants must provide the documents listed below at the time that the credit application is submitted, and annually thereafter:

- The MS4's most recent Notice of Intent (NOI) for coverage under General Permit 3-9014. The NOI must be valid for the current permit period at the time the credit application is submitted.
- A copy of the MS4's most recent annual report.

4.3 - Non-Traditional Separated Storm Sewer System (MS4) Credit

4.3.1 A credit is available to non-single family properties that are identified by the State of Vermont as a non-traditional municipal separate storm sewer system, (MS4) that is required by the State of Vermont to comply with General Permit 3-9014, as amended. Eligible MS4 entities that are in compliance with their MS4 permit requirements can receive a 10% reduction in the total storm water fee assessed to their property or parcel. If the MS4 entity owns multiple properties or parcels and therefore receives multiple bills, the 10% credit will be applied to every fee assessed to the MS4 entity. The total credit provided to any property or parcel cannot exceed 50% of the storm water fee for that property or parcel.

4.3.2 MS4 credits are assessed during the year after applicable permit or regulation compliance has been achieved. The MS4 permit annual report must be submitted and approved by the Director of Public Works in order for the MS4 entity to receive a 10% credit for the following year. To be considered for the MS4 credit, the MS4 entity must submit a completed application form to the Department of Public Works. MS4 credit applicants must provide the documents listed below at the time that the credit application is submitted, and annually thereafter:

- The MS4's most recent Notice of Intent (NOI) for coverage under General Permit 3-9014. The NOI must be valid for the current permit period at the time the credit application is submitted.

- A copy of the MS4's most recent annual report.

4.4 – Transportation Separated Storm Sewer System (TS4) Credit

- 4.4.1 A credit is available to non-single family properties that are identified by the State of Vermont as a transportation separate storm sewer system, (TS4) that is required by the State of Vermont to comply with General Permit 3-9007, as amended. Eligible TS4 entities that are in compliance with their TS4 permit requirements can receive a 35% reduction in the total storm water fee assessed to their property or parcel. If the TS4 entity owns multiple properties or parcels and therefore receives multiple bills, the 35% credit will be applied to every fee assessed to the TS4 entity. The total credit provided to any property or parcel cannot exceed 35% of the storm water fee for that property or parcel.
- 4.4.2 TS4 credits are assessed during the year after applicable permit or regulation compliance has been achieved. The TS4 permit annual report must be submitted and approved by the Director of Public Works in order for the TS4 entity to receive a 35% credit for the following year. To be considered for the TS4 credit, the TS4 entity must submit a completed application form to the Department of Public Works. TS4 credit applicants must provide the documents listed below at the time that the credit application is submitted, and annually thereafter:
- The TS4's most recent Notice of Intent (NOI) for coverage under General Permit 3-9007. The NOI must be valid for the current permit period at the time the credit application is submitted.
 - A copy of the TS4's most recent annual report.

4.5 - Stormwater Education Credit

- 4.5.1 The Stormwater Education Credit is available to public and private schools that educate and inform their students about the importance of local surface and groundwater resources and how they can be protected. The Director of Public Works will base their approval on the sufficiency of the educational program to meet the requirements stated in the NPDES Phase II MS4 Permit 3-9014, IV.H.1a.5.d, as follows:

- 4.5.2 Develop elementary, middle school, or high school education curricula regarding local stormwater concerns based on new or existing material; conduct teacher training. In each subsequent year maintain program information and hold at least one refresher teacher training course.
- 4.5.3 Approval of the credit application will result in a 10% credit to the assessed stormwater fee. The credit will be applied only to the school property(s) or parcel(s) where the curriculum is taught. The total credit available to any property or parcel cannot exceed 50% of the stormwater fee for that property or parcel.
- 4.5.4 Schools that are interested in obtaining the Education Credit must submit a completed application form to the Department of Public Works. The form will require a description of the educational program, list of educational tools used, estimated number of students that will/have receive the education, the length of the educational program, and the schedule for providing refresher teacher training courses.

SECTION 5.0 CREDIT APPLICATION PROCEDURE AND APPEALS

5.1 – Application Procedure

- 5.1.1 Credit applications must include hydrologic calculations and associated information demonstrating the stormwater treatment practice meets the technical criteria, design requirements, and/or applicable restrictions set forth as specified within the *Vermont Stormwater Management Manual*, as amended.
- 5.1.2 Credit applications for non-structural practices must include site plans or other engineering documents that demonstrate that the non-structural practice complies with the “*Minimum Criteria for Credit*” set forth in the *Vermont Stormwater Management Manual*, as amended.
- 5.1.3 All engineering calculations and drawings shall be prepared and stamped by a professional engineer registered in the State of Vermont.
- 5.1.4 Credit applications for new construction may be submitted to the Department of Public Works at any time during the construction process. However, the credit will not be approved on site plans alone. The credit application requires that the stormwater treatment practices must be constructed, fully vegetated, and working in proper operating

condition. The completed credit application should accompany the final plat for the site. The Director will issue a written decision regarding the credit application within 4 weeks of submittal.

- 5.1.5 A right-of-entry or easement, as applicable, must be granted to the Town in order for the town to review and approve the credit application, and to perform occasional visual inspections. Right-of-entry is granted via the applicant's or property or parcel owner's signature on the credit application.
- 5.1.6 If all requirements and conditions of this manual are met, the credit will be granted upon successful completion of the credit application process and favorable on-site inspection.

5.2 – APPEALS

- 5.2.1 The Director's determination to grant, deny, or revoke user fee credits in accordance with this manual may be appealed in writing to the Colchester Selectboard in accordance with the Colchester Code of Ordinances, Chapter 18 Stormwater Ordinance, Section 18-11, Appeals.

Town of Colchester Stormwater Utility

STP Credit Application

Form 1



How many Stormwater Treatment Practices are submitted for review? _____

Property Information

Name of Business/Entity/Home Owners Association:

Name of Property Owner:

Address of Property Owner:

Property Owner Contact Numbers Day: Cell: Fax:

Property Address:

E-mail Address:

Property Tax Map Number:

Parcel Identification Number (if known):

Account Number:

Applicant Information (if different from property owner)

Name:

Address:

E-mail Address:

Applicant Contact Numbers Day: Cell: Fax:

I hereby request that the Department of Public Works review this application for a stormwater user fee credit. I further authorize the Department of Public Works to inspect the STP(s) identified in this application for the purpose of assessment for a stormwater fee credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information to the Department of Public Works should there be any change in the information provided herein.

Signature:

Name:

Title:

Date:

Town of Colchester Stormwater Utility

STP Credit Application

Form 2



(Attach a separate sheet for each STP with a site plan or sketch if available)

STP Number (e.g., 1, 2, 3...): _____

In which attachment is the STP shown? _____

Closest Cross Street: _____

STP Distance and Direction from Cross Street: _____

STP is located in which side of the street (North, South, etc.): _____

Landmarks(s) (if any): _____

Describe where on the site is the STP located: _____

Description of the STP (fill in chart on page 3): _____

Does the STP provide treatment for stormwater runoff from other private properties (in addition to the property the STP is located on)? Yes No

If Yes, please make sure that submitted figures adequately depict the off-site area which drain to the STP.

Also, all applicable calculations should be performed and tabulated separately for any off-site area.

ENGINEER'S CERTIFICATION:

I hereby certify that to the best of my knowledge the facility described in Form 2 is in an acceptable state of maintenance and repair, and is operating as described. I further certify that to the best of my knowledge these calculations, technical details and information provided reflect accurately the condition of the facility at the time of my inspection.

Signature and Seal

State of Vermont Licensed Professional Engineer

Name: _____

Company: _____

Address: _____

Telephone: _____ Fax: _____

Vermont Registration Number: _____

Do not write below this line (Utility Use Only) STP Approved to Receive Credit (check one): Yes No

If No, provide a brief explanation for denial:

If No, provide information on follow-up with applicant: _____

Date approved or denied: _____

Signature: _____ Name: _____

Title: _____ Date: _____

If Yes, a completed STP Facility Inspection Checklist must be attached.

**Colchester Stormwater Utility STP
Credit Application
Form 2, Continued**



STORMWATER TREATMENT PRACTICE CALCULATIONS

STP Number #- _____

Provide, attached to this sheet or on a separate sheet, all pertinent calculations to show that this stormwater treatment practice (STP) complies with the technical standards, sizing criteria, and/or restrictions stated in the *Vermont Stormwater Management Manual*, as amended. Attach stage-storage-discharge tables, storage volume calculations, outlet description, overflow description, runoff calculations, and all other pertinent information necessary to perform a detailed review of this STP.

The Department of Public Works strongly encourages the submission of State of Vermont application forms, calculation worksheets, waiver worksheets, site design credit worksheets, and Stormwater Treatment Practice (STP) worksheets with all credit applications. Use of these worksheets ensures that the necessary information is being submitted, provides a common format for all applications, and will decrease review time. The Department of Public Works reserves the right to require completion of specific worksheets, relevant to the credit for which you are applying, in order to consider an application complete. These forms can be found on-line at:

[http://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/operational-stormwater-discharge-permit-application-materials#Application Forms \(worksheets\)](http://dec.vermont.gov/watershed/stormwater/permit-information-applications-fees/operational-stormwater-discharge-permit-application-materials#Application Forms (worksheets))

For what types of credit, and in what amounts, are you applying?

Table 1. STP Credit Percentages

<u>Credit Type</u>	<u>Amount</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Treatment Standard or Criteria	Credit Amount
Water Quality (WQ _v)	15%
Groundwater Recharge (Re _v)	15%
Channel Protection (CP _v)	15%
Overbank Flood (Q _{p10}) or Extreme Storm (Q _{p100})	10%
Non-structural Practices	10%

Colchester Stormwater Utility Checklist for STP Credit Application



- _____ Completed "Colchester Stormwater Utility STP Credit Application" Forms
- _____ Seal and signature of registered professional engineer
- _____ Topographic map(s) or site plan(s) showing existing and proposed topographic contours, scale, and north arrow
- _____ Vicinity Map
- _____ Dimensions describing the existing or proposed improvements
- _____ Impervious delineations and labels (buildings, driveways, etc.)
- _____ Drainage area map, including off-site areas draining through existing/proposed STPs and non-structural practices
- _____ Size and location and labeling of all existing stormwater structures, if applicable
- _____ Construction drawing and details of existing or proposed stormwater controls, where applicable
- _____ Final recorded document (deed description or plat) dedicating storm drainage and access easements, where applicable
- _____ For structural STPs: Provide a description of the STP, and engineering calculations showing stage-discharge and stage-storage relationships of stormwater runoff storage facilities/structural controls, the volume of the permanent pool, etc. At a minimum, calculations must demonstrate that design criteria presented in the *Vermont Stormwater Management Manual*, as amended, are met.
- _____ For non-structural practices: Provide a description of the practice, location and other pertinent information or calculations. At a minimum, this information must demonstrate that the minimum criteria or restrictions presented in the *Vermont Stormwater Management Manual*, as amended, are met.

Colchester Stormwater Utility Education Credit Application



Instructions:

1. Complete a separate application for each property for which a credit is being requested.
2. Forms 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.
3. Mail the completed form to:

Town of Colchester
Department of Public Works
781 Blakely Road
Colchester, VT 05446

Property Owner Name: _____

Property Owner Address: _____

Property Owner Contact Numbers Day: _____ Cell: _____ Fax: _____

Authorized Contact (if different from property owner): _____

Authorized Contact mailing Address: _____

Authorized Contact Numbers Day: _____ Cell: _____ Fax: _____

Account Number: _____

Parcel Identification Number (if known): _____

Property Street Address: _____

Attach a description of the Water Education Curriculum being taught at this property. Include grade(s) and number of students taught, number of instructors teaching the curriculum, teacher training requirements, educational tools used, etc.

I hereby request the Department of Public Works review this application for a stormwater user fee credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information to the Colchester Department of Public Works should there be any change in the information provided herein.

Signature: _____ Name: _____
Title: _____ Date: _____

Do not write below this line (Utility Use Only)

Credit Approved (check one): Yes No

If No, provide a brief explanation for denial:

If No, provide information on follow-up with applicant:

Date approved or denied: _____

Signature: _____ Name: _____
Title: _____ Date: _____

Colchester Stormwater Utility MS4 Credit Application



Instructions:

1. Forms 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.
2. Mail the completed form to:

Town of Colchester
Department of Public Works
781 Blakely Road
Colchester, VT 05446

Property Owner Name: _____

Property Owner Address: _____

Property Owner Contact Numbers Day: _____ Cell: _____ Fax: _____

Authorized Contact (if different from property owner): _____

Authorized Contact mailing Address: _____

Authorized Contact Numbers Day: _____ Cell: _____ Fax: _____

Account Number: _____

Name of Permitted MS4 or non-MS4 Supporting Entity: _____

Date of Notice of Intent (attach a copy), if applicable: _____

Date of Notice of Coverage (attach a copy), if applicable: _____

Is a copy of the last Annual Report attached: Yes No N/A

Non-MS4 Supporting Entities: Attach a copy of the applicable federal regulation or permit that requires the entity to perform BMP(s) and a detailed description of those BMP(s), including dates of activities, person(s) involved and BMP cost(s).

I hereby request the Department of Public Works review this application for a stormwater user fee credit. I certify that I have authority to make such a request and grant such authority for this property. The attached information is true and correct to the best of my knowledge and belief. I agree to provide corrected information to the Department of Public Works should there be any change in the information provided herein.

Signature: _____ Name: _____
Title: _____ Date: _____

Do not write below this line (Utility Use Only)

Credit Approved (check one): Yes No

If No, provide a brief explanation for denial:

If No, provide information on follow-up with applicant:

Date approved or denied: _____

Signature: _____ Name: _____
Title: _____ Date: _____



TOWN OF COLCHESTER SELECTBOARD
P.O. Box 55
Colchester, VT 05446

DATED this 25th day of April, 2017,
EFFECTIVE May 16, 2017.

COLCHESTER SELECTBOARD

Nadine Scibek, Chair

Herbert J. Downing

Herbert J. Downing

Jacki Murphy

Jacki Murphy

Thomas Mulcahy

Thomas Mulcahy

Jeffrey Bartley

Jeffrey Bartley