

Date Received: \_\_\_\_\_

Credit Application ID: \_\_\_\_\_

Original Fee: \_\_\_\_\_

Credit Amount: \_\_\_\_\_

Revised with Credit Applied: \_\_\_\_\_

Percentage of Credit: \_\_\_\_\_



City of Harrisonburg, Virginia  
Department of Public Works  
320 East Mosby Road  
Harrisonburg, VA 22801  
540-434-5928  
stormwater@harrisonburgva.gov

**Stormwater Utility Fee Credit Application Form**  
**For Non-Residential**  
**Submit ONE Application Per BMP**

For Pre-Installation Review

For Final Credit Application

To Reinstate an Expired Credit *(For re-applications of credit not yet expired, see Appendix C.)*

**General Information:**

**Parcel Information**

Tax Map Parcel Number(s): \_\_\_\_\_

Parcel Street Address: \_\_\_\_\_

**Owner Information**

Owner Name (Last, First, M.I. or Business): \_\_\_\_\_

Owner Mailing Address (w/ Apartment Unit, if applicable): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

If Business, Contact Name (Last, First, M.I.): \_\_\_\_\_

Phone Number (w/Area Code): (\_\_\_\_\_) \_\_\_\_\_ Email: \_\_\_\_\_

**Type of BMP Installed (check one)**

**NOTE:** Stormwater management calculations, original construction plans, record drawings, pollutant removal calculations, and a Maintenance Agreement for the stormwater BMP must be submitted with this credit application.

**Category A. Required On-Site BMP Providing Water Quantity OR Quality Control to Satisfy Development Regulations.**

(Check only boxes that are applicable)

Type of BMP Installed: \_\_\_\_\_

Impervious Area Treated by BMP (sq. ft.): \_\_\_\_\_

This is an on-Site BMP Treating Off-Site Impervious Areas – Department of Public Works staff will advise you on required documentation.

This is a Regional BMP – Department of Public Works staff will advise you on required documentation.

*Maintenance Agreement*

A Maintenance Agreement has been recorded at the Rockingham County Clerk of Court's office.

*Pollutant Removal Overage (optional):*

This BMP has additional water quality pollutant removal beyond the required pollutant removal for the site that I will forfeit to the City in exchange for Stormwater Utility Fee Credits as calculated in Appendix K or L of the Stormwater Utility Fee Non-Residential Credit Manual.

**Amount of lbs TP/ year forfeited to the City of Harrisonburg:** \_\_\_\_\_

**Amount of lbs TN/ year forfeited to the City of Harrisonburg:** \_\_\_\_\_

**Amount of lbs TSS/ year forfeited to the City of Harrisonburg:** \_\_\_\_\_

**Category B. On-Site BMP Providing Water Quantity AND Quality Control**

(Check only boxes that are applicable)

Type of BMP Installed: \_\_\_\_\_

Impervious Area Treated by BMP (sq. ft.): \_\_\_\_\_

This is an On-Site BMP Treating Off-Site Impervious Areas – Department of Public Works staff will advise you on required documentation.

This is a Regional BMP – Department of Public Works staff will advise you on required documentation.

*Maintenance Agreement:*

A Maintenance Agreement has been recorded at the Rockingham County Clerk of Court's office.

*Pollutant Removal Overage (optional):*

This BMP has additional water quality pollutant removal beyond the required pollutant removal for the site that I will forfeit to the City in exchange for Stormwater Utility Fee Credits as calculated in Appendix K or L of the Stormwater Utility Fee Non-Residential Credit Manual.

**Amount of lbs TP/ year forfeited to the City of Harrisonburg:** \_\_\_\_\_

Amount of lbs TN/ year forfeited to the City of Harrisonburg: \_\_\_\_\_

Amount of lbs TSS/ year forfeited to the City of Harrisonburg: \_\_\_\_\_

**Category C. Voluntary On-Site Water Quality BMP**

(Check only boxes that are applicable)

Type of BMP Installed: \_\_\_\_\_

Impervious Area Treated by BMP (sq. ft.): \_\_\_\_\_

This is an On-Site BMP Treating Off-Site Impervious Areas – Department of Public Works staff will advise you on required documentation.

This is a Regional BMP – Department of Public Works staff will advise you on required documentation.

*BMP Certification:*

This facility was designed and built in accordance with required standards and specifications and/or Chesapeake Bay Program’s Urban Stormwater Protocols effective on the date of the start of construction or was provisionally approved by the City in a pre-installation review application. Details provided in attached Stormwater Calculations. Yes  No

*Maintenance Agreement:*

A Stormwater Utility Fee Maintenance Agreement for Voluntarily Installed Non-Residential BMPs has been completed and is attached to this application.

*Pollutant Removal (required):*

This BMP has additional water quality pollutant removal beyond the required pollutant removal for the site that I will forfeit to the City in exchange for Stormwater Utility Fee Credits as calculated in Appendix M.

**Percentage of Available Pollutant Removal forfeited: \_\_\_\_\_%, equal to the following:**

**Amount of lbs TP/ year forfeited to the City of Harrisonburg: \_\_\_\_\_**

**Amount of lbs TN/ year forfeited to the City of Harrisonburg: \_\_\_\_\_**

**Amount of lbs TSS/ year forfeited to the City of Harrisonburg: \_\_\_\_\_**

**Category D. Industrial VPDES Permit**

Type of VPDES permit: \_\_\_\_\_

On-Site Impervious Area Covered by VPDES permit (sq. ft.): \_\_\_\_\_

**Required Attachments:**

**For BMPs:**

**Photographs of BMP**

Date Photos were taken: \_\_\_\_\_ (must be no more than 60 days old)

**Signed Maintenance Agreement (check only boxes that are applicable)**

Copy of *Stormwater Management/BMP Facilities Maintenance Agreement* (used for new BMPs required for site development) recorded at the Rockingham County Clerk of Court's office

Copy of *Stormwater Management/BMP Facilities Maintenance Agreement for Pre-Existing Stormwater Management/BMP Facilities Required to Satisfy Development Regulations* recorded at the Rockingham County Clerk of Court's office

*Stormwater Utility Fee Maintenance Agreement for Voluntarily Installed Non-Residential BMPs*

**Most recently completed Inspection Form (by Professional Engineer)**

**Construction Plans**

Attached to application

On File with City; please confirm with Public Works

**Stormwater Management Calculations**

**Stormwater Utility Fee Credit Calculations**

**Pollutant Removal Calculations (Using Spreadsheets in Appendix K, L, or M)**

**Stormwater Utility Fee Regional BMP Agreement, if applicable**

**For Industrial VPDES Permit:**

**Copy of Virginia DEQ General Permit Coverage Letter**

**Copy of Stormwater Pollution Prevention Plan (SWPPP)**

**Copy of latest Discharge Monitoring Report (DMR) Note: Copies of future DMRs shall be submitted to City at time of submittal to DEQ.**

**Stormwater Utility Fee Credit Calculations**

**Signature of Agreement**

**I hereby certify the above information to be true and correct to the best of my knowledge. I agree that pollutant credits approved by the City of Harrisonburg as Stormwater Utility Fee Credits will no longer be available for any other use, including Virginia Stormwater Management Program requirements.**

\_\_\_\_\_  
Owner Printed Name

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

---

**FOR CITY USE ONLY**

Application administratively complete and credit applied  Yes  No

Application Credit denied based on the following: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Letter Mailed:  Yes Date: \_\_\_\_\_