



Georgetown County
Stormwater Utility Service Charge Credit Manual
October 2007

Adopted by Georgetown County Council, in a meeting duly assembled, this 23rd day of October, 2007.



Sel Hemingway, Chairman
Georgetown County Council



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1.0 Overview

In June of 2007, Georgetown County Council passed a rate ordinance to establish a stormwater utility in the County. The rate ordinance provides for stormwater service charge credits for properties that reduce demand on the stormwater system.

The ordinance also specified that the Department of Public Services should prepare this Stormwater Utility Service Charge Credit Manual that stipulates the design and performance standards of on-site systems, facilities, activities, and services that qualify for application of a service charge credit.

The County's stormwater utility provides a stable and adequate source of revenue for the County's stormwater management program that allocates the costs of stormwater services across every stormwater "user" in the County through a stormwater utility service charge (or user fee). Developed land is charged a fee based on the amount of impervious surface area on the property. The stormwater service charge that a property owner pays is directly proportional to the impervious area on the property. A credit is an ongoing reduction in the service charge.

The purpose of the credit policy is to provide properties other than detached single-family dwelling unit properties, which includes, duplex, triplex, and quadraplex properties, with credit for mitigating stormwater runoff. To qualify for any of the credits, the stormwater utility customer must fill out a credit application form (included in the Appendices or available at the Stormwater Division) and submit it to the Stormwater Division of the Public Services Department. The application will be evaluated to determine the amount of credit to which the parcel is entitled. The mailing address of the Stormwater Division is:

Stormwater Division
Attn: Credit Application
120 Broad Street
Georgetown, SC 29440

2.0 Definitions

The following definitions, used in this manual, are taken from the County's stormwater utility ordinance:

Credits - Credit shall mean a conditional reduction in the amount of a stormwater service charge or other fees, rates, rentals, charges, fines, and penalties to an individual property based on the provision and continuing presence of an effectively maintained and operational on-site stormwater system or facility, or continuing provision of a service or activity that reduces the stormwater demand the property places on the stormwater utility.

Customers of the Stormwater Utility - Customers of the stormwater utility shall include all persons, properties, and entities served by the utility's stormwater management programs; systems and facilities regulated public and private stormwater systems; facilities and activities related thereto; and persons, properties, and entities which will ultimately be served as a result of the stormwater management program.

Detached single-family dwelling unit - Detached single-family dwelling unit shall mean developed land containing one structure, which is not attached to another dwelling, that contains one or more bedrooms with a bathroom and kitchen facilities, and is designed for occupancy by one family. Detached single-family dwelling units may include single-family houses; single duplex, triplex or quadraplex units under common ownership; patio homes; manufactured homes; and mobile homes located on individual lots or parcels of land.

Developed land - Developed land shall mean property altered from its natural state by construction or installation of improvements such as buildings, structures, or other impervious surfaces, or by other alteration of the property that results in a meaningful change in the hydrology of the property during and following rainfall events.

Equivalent Residential Unit - For the purposes of this ordinance, an Equivalent Residential Unit shall mean three thousand seven hundred seventy (3,770) square feet of impervious area, as modified by County Council from time to time. The Equivalent Residential Unit shall be used as the basis for determining stormwater service charges to detached single-family dwelling unit properties and other properties.

Impervious surface - Impervious surfaces are those areas which prevent the infiltration of or impede the rate of infiltration of stormwater into the soil as compared with the natural conditions prior to development. Common impervious areas include, but are not limited to, rooftops, sidewalks, walkways, patio areas, driveways, parking lots, storage areas, engineered and compacted gravel surfaces used for vehicular travel or parking, awnings and other fabric or plastic coverings, and other surfaces which prevent or impede the natural infiltration of stormwater runoff that existed prior to development.

Multiple-dwelling unit residential properties - Multiple-dwelling unit residential properties shall mean developed land whereon more than one residential dwelling unit is located, and shall include, but not be limited to apartment houses, residential townhouse and condominium developments, attached single-family homes, boarding houses, group homes, hotels and motels, retirement centers, and other structures in which more than one family group commonly and normally reside or could reside. In the application of stormwater service charges, multiple-dwelling unit properties shall be treated as other developed lands as defined in the Stormwater Ordinance

Other developed lands - Other developed lands shall mean land parcels not otherwise defined in this section with more than 400 square feet of impervious surface. Other developed lands shall include, but not be limited to, multiple-dwelling unit residential properties, manufactured home and mobile home parks, commercial and office buildings, public buildings and structures, industrial and manufacturing buildings, storage buildings and storage areas covered with impervious surfaces, parking lots, parks, recreation properties, public and private schools and universities, research facilities and stations, hospitals and convalescent centers, airports, agricultural uses covered by impervious surfaces, and water and wastewater treatment plants. Properties containing detached single-family dwelling units that are used for other than single-family residential use shall be deemed other developed lands for the purpose of calculating stormwater service charges.

Stormwater - Stormwater runoff, snowmelt runoff, and surface runoff and drainage.

Stormwater service charges - Stormwater service charges shall mean the periodic service charge imposed pursuant to the Stormwater Utility Ordinance for the purpose of funding costs

related to Stormwater Management Services and Stormwater Management Systems and Facilities.

3.0 General Policies

General policies for stormwater utility credits are listed below. See the following pages for policies and details of individual credits.

- Credit is given to eligible properties only, as described in the credit policies presented in this manual and/or in the credit application(s).
- It is the responsibility of the property owner (or his/her designee) to apply for stormwater credits, and to provide the necessary substantiating information with the Credit Application, as described herein.
- Credit applications are available from the Stormwater Division of the Public Services Department. Staff shall not be responsible for initiating applications, performing engineering calculations, or otherwise assisting with the preparation of credit applications.
- The Stormwater Division will review complete credit applications within four (4) weeks after a complete application is submitted. If approved, the credit will be applied for the billing cycle in which it was approved.
- Any approved credit application received within one (1) year of the date of the initiation of stormwater service charge billing by the stormwater utility (July 2007) will apply retroactively to the date of stormwater utility
- Right-of-entry for the purposes of inspection by the County is a condition of all credits and a condition of the acknowledgement of porous pavement. The right-of-entry form is found in the Appendices.
- Multiple credits can be given to eligible properties. However, the total credit available to any one property is 70 percent of the stormwater service charge, except in the case of extraordinary stormwater treatment, as determined by the County Stormwater Engineer.

- All approved credits are subject to an annual renewal review. Supporting documentation must be submitted annually to the Stormwater Division for approval for renewal.

4.0 Stormwater Service Charge Credits

4.1 Credits Structure

The Georgetown County stormwater service charge credit program consists of four available credits and one mechanism by which service charges can be reduced through recognition of porous pavement. Credits are available to multiple-dwelling unit residential properties and other developed lands, as defined in the stormwater utility ordinance. Detached single-family dwelling units, which include duplexes, triplexes, and quadraplexes, as defined in Section 2, are not eligible for credits

4.2 Individual NPDES Permit Credit

Properties that are covered by and compliant with a valid NPDES Industrial Stormwater General Permit (the permit) are eligible for a stormwater service charge credit. These properties are contributing to water quality management, which supports the County's own stormwater pollution control efforts.

Conditions of Credit:

1. The credit only applies to parcels covered under valid NPDES Industrial Stormwater General Permits.
2. The parcel owner must provide documentation of coverage under the permit.
3. The property owner must provide annual documentation of compliance with the permit to the County to receive the credit.
4. The credit is valid as long as the parcel is covered by and is compliant with the permit.

Maximum Allowable Credit:

The maximum allowable credit for properties that are covered by and compliant with NPDES Industrial Stormwater General Permits is 25 percent.

4.3 Education Credit

Elementary, middle, and high school institutions that provide education for their students about the importance of our surface and groundwater resources are eligible for a stormwater service charge credit. Educational institutions should use a curriculum such as the Water Sourcebook (or similar) educational program. The goal is to reach all students within a school with this information at least once during their time at any one school. The rationale behind this credit is that the information provided by the school will translate into appreciation and stewardship of water resources and thereby reduce negative impacts (usually pollutant impacts) on local streams, ponds and lakes that can result from uninformed citizens.

Conditions of Credit:

1. The credit is available to kindergarten through 12th grade schools (both public and private) located in Georgetown County that educate a minimum of fifty (50) students. The credit can be made available to others by special arrangement with the County if they provide a comparable educational benefit to the County.
2. The credit will be  approved by the County Stormwater Engineer on an annual basis for the subsequent school year.
3. The credit requires submittal of both an application and attendance at an annual meeting  with the Stormwater Division to review the success of the program. The application  need only be completed once, and requires a description of the educational program, list of educational tools used, estimated number of students that will/have receive the education, and the length of the educational program.
4. Continued credit is also conditioned upon the submittal and approval of an annual report documenting the number of students  received the education in that year.
5. The credit will be applied only to the school property(s) where the curriculum is taught (e.g., if the curriculum is taught only at Plantersville Elementary School, the credit will be applied only to that property, not the entire County school system).
6. To receive the full credit, the curriculum must be scheduled with the intention that all students should receive the curriculum at least once during a typical tenure at the school. For example, a typical tenure for high school would be four (4) years, so it would be expected that approximately 25 percent of students in the school would be taught the

curriculum each year and that a student that attended the school for four years would receive the education at least once.

7. Schools that do not teach the curriculum in a manner that allows all students to receive it within a typical tenure at the school can receive partial credit.

Maximum Allowable Credit

The maximum allowable credit for educational institutions that provide surface and groundwater education is 25 percent.

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4.4 Integrated Low Impact Development Credit

Multiple-dwelling unit residential properties and other developed lands, as defined in Section 2, that employ integrated low impact design such that the hydrologic performance of the developed land and its runoff and pollution characteristics mirror that of pre-developed land are eligible for a stormwater service charge credit.

Conditions of Credit:

1. The property owner must submit a site plan, design calculations, as-built drawings, and/or other data signed and sealed by a professional engineer that are sufficient for the County Engineer to render an opinion regarding the site's hydrologic response and characteristics and its similarity to pre-developed land.
2. The property owner must submit a maintenance plan and annual documentation of maintenance on all structural controls that control run-off and pollution to enable the site to perform as a pre-developed site to the County Stormwater Engineer for evaluation.
3. The structural controls must perform as designed.

Maximum Allowable Credit

The maximum allowable credit for integrated low impact development sites is 70 percent and the actual amount of the credit will be determined by the County Stormwater Engineer based on how similar the land performance is to pre-developed land.

4.5 Individually-Calculated Credit

Multiple-dwelling unit residential properties and other developed lands, as defined in the stormwater utility ordinance, with controls or measures not described under other credits but that reduce demand on the County stormwater system and program may be eligible for stormwater service charge credits.

Conditions of Credit:

1. The property owner must submit a site plan, design calculations, as-built drawings, and/or other data signed and sealed by a professional engineer that are sufficient for the County Engineer to render an opinion regarding the applicability of credit.
2. The property owner must submit a maintenance plan and annual documentation of maintenance on all structural controls and non-structural activities that serve as the basis for the credit according to the County Engineer's assessment.

Maximum Allowable Credit

The maximum allowable credit for integrated low impact development sites is 50 percent and the actual amount of the credit will be determined by the County Engineer based on how similar the land performance is to pre-developed land and thus the properties decreased demand on the stormwater system.

4.6 Porous Pavement Acknowledgement

Multiple-dwelling unit residential properties and other developed lands, as defined in Section 2, that use porous pavement for travel and parking surfaces and maintain these surfaces so that they infiltrate water as designed are eligible for a reduction in their service charges through recognition of these surfaces as pervious areas for the purposes of calculating their service charges.

Conditions of Service Charge Recalculation:

1. The property owner must provide a description of the porous material and provide the measured area of the porous material area.
2. The property owner must provide documentation of a maintenance contract and annual maintenance activities for the pavement.
3. The property owner must provide documentation once every five years of the infiltration rate achieved by the porous pavement areas that are excluded from the impervious area calculation.

Maximum Service Charge Reduction

The customer's measured impervious area will be reduced by the amount of the porous pavement that complies with the conditions of this section. The customer's service charge will be recalculated based on the new measured impervious area.



APPENDICES



GEORGETOWN COUNTY

Application for Stormwater Service Charge Credit – General Information

The following information must be completed. Additional information required to comply with individual credit criteria must be attached.

Owner or Contact Individual:	Phone number:
Property Address:	
Property TMS Number:	
Mailing Address: (If different)	
Credits for County Consideration (check all that apply):	
<input type="checkbox"/> Individual NPDES Permit Credit	<input type="checkbox"/> Education Credit
<input type="checkbox"/> Integrated Low Impact Development Credit	<input type="checkbox"/> Individually-Calculated Credit
Other:	<input type="checkbox"/> Porous Pavement Acknowledgement
This application is to request a credit to the assigned stormwater utility fee for the property at the above location.	
Owner's Signature	Date

Attachments--For each type of credit and the porous pavement acknowledgement, additional information is required:

<u>Individual NPDES Permit Credit</u> Documentation of coverage under permit Documentation of compliance with permit	<u>Education Credit</u> Description of education program (list of education tools used, est. number of students that will complete education, length of educational program) Number of students enrolled in institution
<u>Integrated Low Impact Development Credit</u> Site plan Design calculations As-built drawings Maintenance contract and plan for structural controls Documentation of Maintenance	<u>Individually-Calculated Credit</u> Description of credit-worthy controls and/or activities Site plan, Design calculations and As-built drawings Maintenance contract and plan for structural controls plus documentation of maintenance
<u>Porous Pavement Acknowledgement</u> Description of porous area Square footage of porous area Maintenance contract and plan Documentation of infiltration rate	

**GEORGETOWN COUNTY
Structural Control Information Sheet**

A Professional Engineer who has made an assessment of the existing structural control design and the as-built conditions of the control should complete this form. If multiple structural controls exist on a single property, a separate Structural Control Information Sheet must be completed for each structure. Please assign a Structural Control (SC) ID number to each control and annotate site plan with the ID number.

Basic Information		
Site Name	Total Site Area (acres)	Total Site Impervious Area (acres)
SC ID (self assigned):	Area Draining To SC (acres):	Impervious Area Draining to SC (acres)

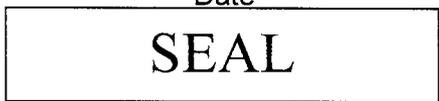
Design Volumes	Design Discharges	

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

The above information consisting of ____ (number) Structural Control Information Sheets and the information attached was prepared under my supervision as a qualified professional and is true and correct. I have inspected such controls and they appear to be in good working order and in compliance with applicable design criteria.

Type or print Name Professional Engineer License Number

Signature Date Phone



GEORGETOWN COUNTY STORMWATER UTILITY Maintenance Agreement

STATE OF SOUTH CAROLINA

COUNTY OF GEORGETOWN

THIS COVENANT, made and entered into this ___ day of _____, 20____, by (Insert Full Name of Owner) _____ hereinafter called the "Landowner,

WITNESSETH, that WHEREAS the Landowner is the owner of certain real property described as (Tax Map/Parcel Identification Number) _____ more particularly described in the warranty deed recorded in Deed Book _____, at page _____, in the public records of Georgetown County, South Carolina, hereinafter call the "Property."

-OR-

Exhibit "___" attached hereto and made a part of this Covenant.

WHEREAS, the Landowner is proceeding to construct improvements on the "Property"; and

WHEREAS, the Site Plan/Subdivision Plan known as _____, (Name of Plan/Development) hereinafter called the "Plan," filed at the Public Services Department, Stormwater Division of Georgetown County (the "County") which is expressly made a part hereof, as approved or to be approved by the County, and which provides for detention and/or treatment of stormwater within the confines of the Property; and

WHEREAS, Landowner, agrees that the health, safety, and welfare of the residents of the County, require that on-site stormwater structural controls (SCs) be constructed and maintained on the Property; and

WHEREAS, the County requires that on-site stormwater SCs as shown on the Plan be constructed and adequately maintained by the Landowner as a condition of a stormwater utility service charge credit under the County's Stormwater Utility Service Charge Credit policy for the Property;

NOW, THEREFORE, in consideration of the foregoing premises, the covenants contained herein, and the following terms and conditions, the Landowner, for itself, its successors, and assigns covenants and agrees as follows:

1. The on-site stormwater SCs, as shown on the Plan, shall be constructed by the Landowner, in accordance with the plans and specifications identified in the Plan.
2. The Landowner shall adequately maintain the stormwater SCs, including all pipes, channels or other conveyances built to convey stormwater from the property, as well as all structures, improvements, and vegetation required to control the quantity and quality of the stormwater. "Adequate maintenance" as used herein means good working condition so that the SCs perform their design functions and are preserved in accordance with the Stormwater Management Operation & Maintenance Plan on file at the Stormwater Division of the County.

3. On each anniversary of this Covenant, the Landowner shall inspect the SCs and submit an inspection report on a form furnished by the County. The purpose of the inspection is to assure safe and proper functioning of the SCs. The inspection shall cover the entirety of all SCs, as shown on the Plan, and any deficiencies shall be noted in the inspection report.

4. The Landowner hereby grants permission to the County for its authorized agents and employees to enter upon the Property for the purpose of inspecting the stormwater SCs as the County deems necessary. The purpose of such inspections is to follow-up on reported deficiencies and/or to respond to citizen complaints. The County shall provide the Landowner copies of the inspection findings and a statement of any necessary repairs the Landowner is required to make.

5. In the event the Landowner fails to maintain the stormwater SCs in good working condition acceptable to the County, the County may enter upon the Property and take whatever steps necessary to correct deficiencies identified in the inspection report and to charge the costs of such repairs to the Landowner. The Landowner expressly understands and agrees that the County is under no obligation to routinely maintain or repair the stormwater SCs, and in no event shall this Covenant be construed to impose any such obligation on the County.

6. The cost of such repairs shall constitute a lien, in favor of the County, enforceable against the property.

7. The Landowner agrees to fully indemnify and hold the County harmless from any liability resulting from failure of the stormwater SCs maintained on the Property to operate properly.

8. This Covenant shall be recorded in the public records of the Georgetown County, South Carolina, and shall constitute a perpetual covenant running with the land, and shall be binding on the Landowner, its heirs, administrators, executors, successors and assigns.

IN WITNESS WHEREOF, the Landowner has executed and delivered this covenant the day and year and year first above written.

Signed, sealed and delivered in the presence of:

LANDOWNER

BY: _____
TITLE

UNOFFICIAL WITNESS

NOTARY PUBLIC

(CORPORATE SEAL)

**GEORGETOWN COUNTY STORMWATER UTILITY
Right-of-Entry Form**

The following information must be completed for all properties submitting a Stormwater Structural Control Credit Application.

TMS No.: _____

Owner: _____

Property Address: _____

Contact Person: _____

Phone Number: _____

This agreement gives authorization by the property owner, _____ (Owner) to Georgetown County (County) to enter onto the property at the above listed location, for the purposes of inspection. Inspections may be conducted of any stormwater facility for which a utility credit was applied. Inspections may be performed by County employees or their designee, including consulting engineers, contractors or other representatives.

IN WITNESS WHEREOF, the parties have caused their respective names to be signed hereto on the _____ day of, _____ 20__ .

Owner _____

Georgetown County _____

GEORGETOWN COUNTY STORMWATER UTILITY

Education Credit Sheet

Instruction: Applicant must provide adequate documentation to demonstrate to Georgetown County Stormwater Staff that sufficient focus and instruction upon stormwater management issues and water quality protection are covered under the environmental science curriculum. Please summarize all appropriate documentation in the table below and attach all necessary documentation.

Name of School: _____

Environmental Education Program	Grade Levels(s)	Number of Students	Percent of Total Students	Contact Hours