

**Village of Weston
Stormwater Utility Credit Policy
AMENDED January 4, 2005**

I. Purpose and Scope

The purpose of this Stormwater Utility Credit Policy is to encourage actions by property owners within the utility district that 1) reduce stormwater flow, and 2) reduce the Village's costs in providing proper management of stormwater runoff. Credits to user fees will only be allowed when it can be demonstrated by the customer that a condition or activity on the property results in a direct reduction in costs for stormwater utility services. Those conditions and activities are specified in this policy document.

II. Credit Structure

For the purposes of generating applicable credit rates, the municipal stormwater management services, which are funded through the user fee, are divided into two categories.

<u>Credit Category</u>	<u>% of Utility Budget</u>
Category A (not credit eligible services)	32%
Category B (credit eligible services)	68%

Fees to support Category A programs are applied throughout the utility customer base, and credits are not allowed for these components. Category A costs are basic services required to conduct the stormwater management program throughout the Village such as administrative and management tasks, street sweeping, leaf pickup, stormwater studies, etc.

Only the stormwater program costs associated with Category B are eligible for a credit. These costs are associated with the Utility's efforts to maintain the capacity of the stormwater conveyance system. Properties that meet the conditions described in this policy may be eligible for a portion or all of this credit.

The tasks included under each credit category, and the percent credit for each category under this policy, may be reviewed and modified on an as-needed basis. Modifications must be approved by Village Board resolution.

III. Residential Properties

A residential property's influence on the stormwater conveyance system is generally less than the influence of a non-residential property on a unit area basis. Although any best management practice installed by a residential property owner can improve stormwater runoff quantity and quality, the influence will be much less than that of a non-residential

property. Regardless, the Village wishes to recognize those residential property owners making an effort to improve stormwater conditions; therefore, the credit payment for an eligible residential stormwater management practice shall be enacted. Residential properties may receive a credit for their stormwater utility fee under one of the following conditions:

- A. Rain Barrel & Rain Garden Installation: For a single-family residential property, there will be a one-time credit of the property's annual stormwater utility fee for the first year, only, of a rain barrel and/or rain garden installation. The installations must meet the criteria described in the Village's Credit Policy Manual.
- B. Riparian Properties: Properties that discharge stormwater from all or a portion of their property directly into the main stem of the Eau Claire River, Big Sandy Creek, Bull Junior Creek, or Cedar Creek (only that part that is downstream from the northern line of the southern ½ of the NW ¼ of Section 28, Township 28 North, Range 8 East), without entering a Village of Weston municipally owned stormwater conveyance system other than culvert crossings of streets or roads and does not enter into an enclosed system down stream w/in the Village boundaries, may be eligible for a riparian credit. The credit amount will be pro-rated based on the percent of the property that is riparian.

*[Example: A single family residential property is 1 ERU of impervious area. 0.75 ERUs of impervious area discharge directly to the Eau Claire River; and 0.25 ERUs discharge to a municipal storm sewer or ditch in the ROW. This property would be eligible for a 75% of \$32.64 credit ($\$32.64 = 68\% * \48.00). Therefore, $\$15.36 + \$8.16 = \$23.52$ annual payment on 1 ERU with the credit. $\{\$15.36 = 32\% * \$48.00 \text{ and } \$8.16 = \$32.64 - (75\% * 32.64)\}$]*

Properties located on other creeks, streams, and/or ditches are not eligible for this credit.

IV. Non-Residential Properties

A. Properties that Exceed Village Ordinance Flow Control Requirements

This credit applies to all properties that provide privately constructed and maintained runoff flow control measures, or will provide privately constructed and maintained runoff flow control measures as a component of a land development process. The utility customer must submit documentation demonstrating that a management practice on their property exceeds the peak flow reduction criteria to the Department of Public Works (DPW). The amount of credit will be based on the prorated amount that the property is exceeding the requirements. See Section V and the Village's Credit Policy Manual for submittal requirements.

The amount of credit will be based on the following criteria:

1. Post-development flow must meet the minimum requirements defined in the DNR Administrative Code NR 152 and the Village's pending Stormwater Ordinance; and
2. Properties must reduce the flow from their property below the minimum flow control requirements for the 10-year design storm. All calculations shall use the 10-year, 24-hour, SCS Type II distribution rainstorm of 4.0 inches in 24 hours. Pre-development conditions shall be calculated using Table 1 criteria in NR 152.

The credit amount will be based on the percentage by which the property reduces their flow below the minimum flow control requirements. Credit calculations are for selected levels of control provided in Table 1.

Based on 10-year Storm Event

Table 1						
If flow below the minimum requirement is:	0%	20%	40%	60%	80%	100%
Then, multiply by 68% eligible credit:	x 68%					
The utility fee credit is:	0%	14%	27%	41%	54%	68%

B. Riparian Properties

Properties that discharge stormwater from all or a portion of their property directly into the main stem of the Eau Claire River, Big Sandy Creek, or Bull Junior Creek, or Cedar Creek (only that part that is downstream from the northern line of the southern ½ of the NW ¼ of Section 28, Township 28 North, Range 8 East), without entering a Village of Weston municipally owned stormwater conveyance system, other than culvert crossings of streets or roads and does not enter into an enclosed system down stream w/in the Village boundaries, may be eligible for a riparian credit. The credit amount will be pro-rated based on the percent of the property that is riparian.

[Example: A property has 5 ERUs of impervious area. 3 ERUs of impervious area discharge directly to the Eau Claire River; and 2 ERUs discharge to a municipal storm sewer in the street. This property would be eligible for a 68 percent credit on 3 ERUs and a 0 percent credit on 2 ERUs.]

Properties located on other creeks, streams, and/or ditches are not eligible for this credit.

Properties are not eligible for a credit for any BMPs that are required by local, state, or federal regulations.

V. Credit Request Submittal Requirements

A. Non-Residential Properties

The Director of Public Works, or the designee, shall review each credit request submittal for compliance with this policy.

1. Review Fee

- a. Prior to review by the Director, the property owner requesting the review shall pay a one-time review fee of \$200.00 per credit application.

2. Required Documentation

a. Application

The application request letter shall contain the following information:

- 1) Pin Number
- 2) Tax Parcel Number
- 3) Parcel Address
- 4) Owner Name
- 5) Owner Address
- 6) Amount and Type of Credit Requested

b. Owner Certification

The applicant shall provide survey points and elevation contours and/or written certification that the peak flow management practice(s) that is the subject of the credit has been constructed and is functioning in the manner indicated on the credit request calculations.

AND/OR

The applicant shall provide written certification that the percentage of parcels draining to riparian waters is correct and that drainage patterns have not been altered.

c. Operation and Maintenance Manual

The applicant shall provide for DPW review and approval, a manual for the operation, inspection, and maintenance of all management practices, to ensure that the practices will continue to function as designed.

d. Supporting Plans and Calculations

The applicant shall provide for DPW review and approval, any hydrologic/hydraulic studies, plans, and other supporting documentation required to demonstrate, to the satisfaction of the Director, that the measures taken meet the requirements for the credits requested. A Registered Engineer or Hydrologist, licensed in the State of Wisconsin, must certify supporting Plans and Calculations.

3. Approval Process

a. Director's (or Designee's) Review

The Director shall have thirty (30) calendar days to review credit applications, whereupon the Director may approve or deny the application as submitted, or provide comments for re-submittal. In the event of a re-submittal request, the thirty-day period referred to above shall begin again pending the receipt of all information requested.

b. Appeals

See Section 86.203 of the Village of Weston Municipal Code relating to the Stormwater Utility.

c. Annual Re-evaluation

All credits shall be subject to an annual review for compliance with the current year's credit policy. Credits may vary or be eliminated over time subject to the terms of the current year's credit policy. It is the responsibility of the billed customer to provide the Director with any and all changes to the conditions of the on-site management practices and conditions that may affect the credit rate for the site. Violations of the terms and/or conditions of the credit request may be subject to collection of utility fees retroactive to the date of the violation.

d. Retroactivity

Pending approval of the credit request, any and all credits will be granted retroactive to the date of the initial, complete credit request submittal. The Director shall determine whether a submittal is complete using the current credit request submittal requirements.

B. Residential Properties

The DPW shall review each credit request submittal for compliance with this policy.

1. Review Fee

a. No review fee is required.

2. Required Documentation

a. Letter

The applicant shall provide a letter of request containing the following:

- 1) Owner Name
- 2) Owner Address
- 3) Tax Parcel Number
- 4) PIN Number
- 5) Parcel Address

b. Owner Certification

The applicant shall provide written documentation that the management practice(s) has been constructed and/or installed and is functioning properly.

AND/OR

The applicant shall provide written documentation that the percentage of the parcel draining to riparian waters is correct and that drainage patterns have not been altered.

c. Owner's Manual

If the manufacturer supplied an owner's manual, the applicant shall provide a copy of the manual for the DPW.

d. Supporting Plans and Calculations

The applicant shall provide a drawing of the property showing 1) the location and dimensions of the on-site BMP(s); and 2) location, flow path, and size of the contributing impervious area for DPW review and approval.

3. Approval Process

a. Director's (or Designee's) Review

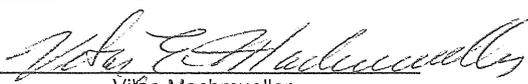
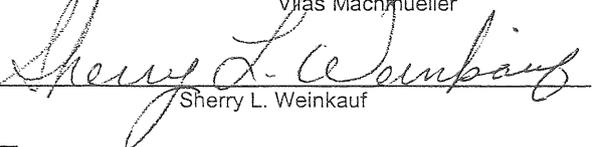
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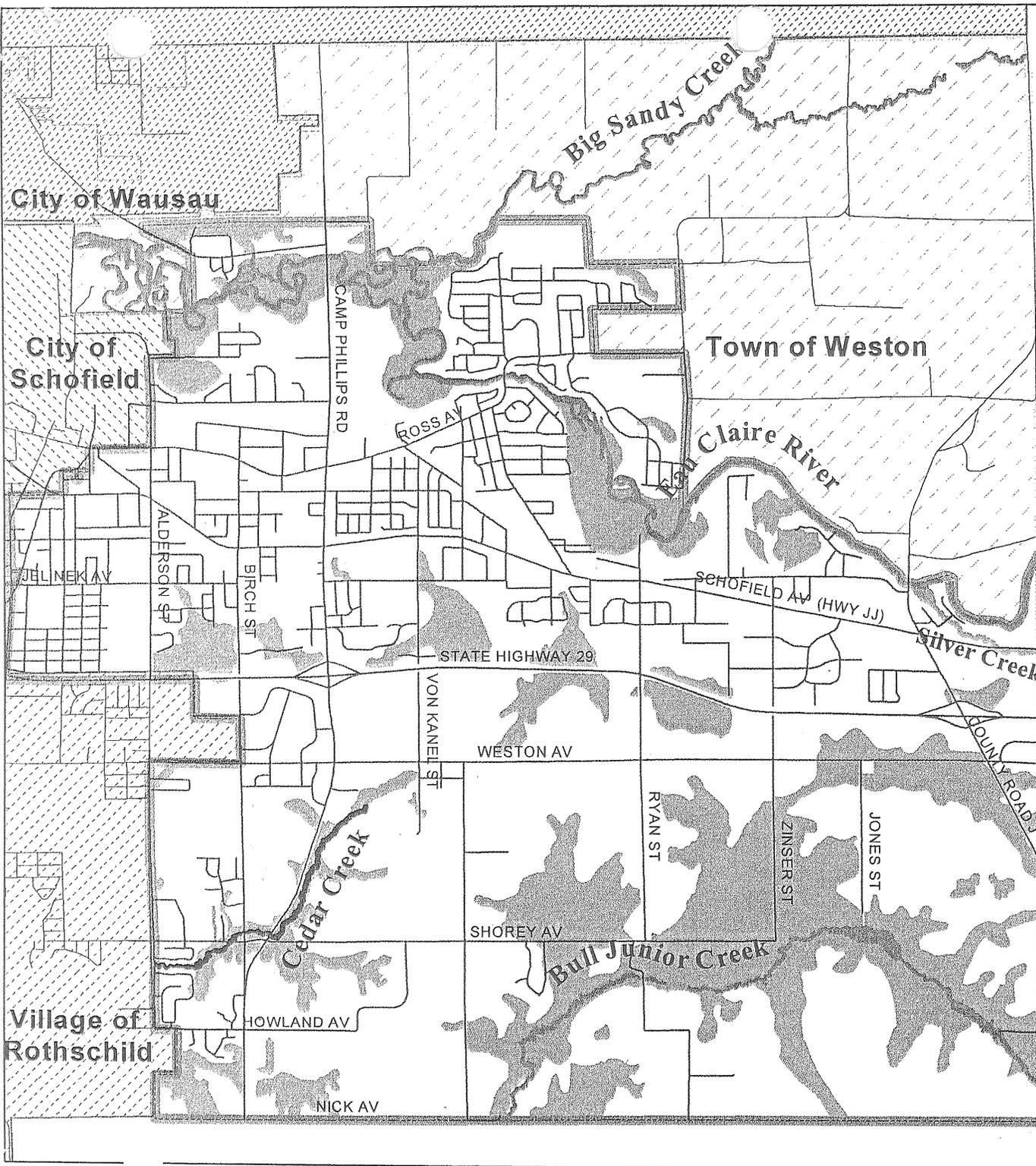
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Approved by Village of Weston Board:	 Vilas Machmueller
Village of Weston – Clerk:	 Sherry L. Weinkauff
Date:	<u>1-5-05</u>

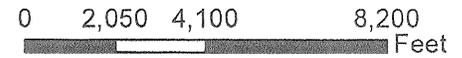
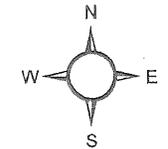
Village of Weston

Riparian Surface Water Features



Legend

-  Existing Riparian Surface Waters
-  Potential Riparian Surface Waters
-  Proposed Riparian Surface Waters
-  Wetlands



Cedar Creek: Upper Riparian Limit

