

# City of Allentown Stormwater Utility

## *Credit Program*



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***Your guide to reducing your stormwater fee and protecting  
Allentown's water resources.***



**City of Allentown, Pennsylvania**

Department of Public Works

641 South 10<sup>th</sup> Street

Allentown, Pennsylvania 18103

[www.allentownpa.gov/public-works/stormwater](http://www.allentownpa.gov/public-works/stormwater)

(610) 437-7587

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## *Credit Program*

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### **Forms**

Stormwater Facility Credit Application Form  
Stormwater Facility Certification Form  
Industrial Permit Credit Application Form

# Why manage stormwater?

**Stormwater affects everyone in Allentown!** Hard surfaces (also known as impervious surfaces) such as streets, parking lots, driveways, and rooftops prevent rain from naturally soaking into the ground. As a result, it flows into the City's storm drains – carrying with it oil, grease, metals, pesticides, fertilizers, sediment, trash, debris, and pet waste. All of this stormwater, and everything mixed with it, then flows untreated directly into our local streams and the Lehigh River.

**Allentown is legally responsible for the quality of water that flows from its storm pipes.** The City is subject to a permit under the Pennsylvania Clean Streams Law and the federal Clean Water Act that regulates Allentown's storm drainage system. This permit, known as a Municipal Separate Storm Sewer System (MS4) permit, imposes specific mandates on the City for preventing new pollution and reducing pollution from existing sources.

**Excess stormwater also causes flooding if not properly managed.** Flooding can threaten public safety, damage property, and further degrade our streams and aquatic habitats. Today, the City manages over 200 miles of stormwater pipe, 8,700 inlets, and 300 storm drain outfalls designed to protect the residents of Allentown.

However, much of this infrastructure is older and in need of maintenance, rehabilitation, or reconstruction. **When it comes to stormwater, being proactive is smart business.** It is nearly three times more expensive to conduct an emergency repair after a storm drain pipe has failed than to prevent failure through pipe rehabilitation.



## Stormwater Utility Fee Program

**The City of Allentown has been working diligently to develop solutions to our water quality and flood control challenges.** A key question for the City is “How do we fund a program that meets regulatory requirements and the City's long-term needs in a way that is fair, sustainable, and transparent?” After considering different options, the City has implemented a stormwater utility fee. A stormwater utility fee is a charge based on the amount of impervious area on a property.



**This approach has several advantages.** First, it fairly distributes the cost of the City's stormwater services since the amount of impervious area is directly related to the amount of stormwater that must be managed. This concept is similar to measuring usage and calculating fees for drinking water and sanitary sewer services. Second, the amount of the fee must be linked to demonstrated need and deposited into a special fund that can only be used for stormwater management. Finally, the approach allows the City to provide "credits" to property owners who have implemented practices that reduce the impact of stormwater on the publicly-managed system.

## ***How is the fee calculated?***

**Since a stormwater utility is a fee for service, all properties are charged regardless of their tax status.** Properties are charged in increments of 500 square feet (SF) of impervious area. These are called "billing units." Fractions are rounded to the nearest whole number. For example, the property to the right has 2,439 SF of impervious area. This means the property has five billing units ( $2,439\text{SF}/500\text{SF} = 4.85$ , rounded to 5). The number of billing units is then multiplied by the rate adopted by the City Council. This rate is adopted each year based on the needs of the stormwater program.

A property with less than 250 SF of impervious area is considered undeveloped and is not assessed a fee.

## ***How can I reduce my bill?***

**Allentown property owners can reduce their fee in three ways.**

### **[1] Reduce your impervious area.**

Property owners can remove un-needed impervious areas. This will result in a direct fee reduction if the removal of impervious area results in fewer billing units. The City's Department



#### **Example Fee Calculation**

- Total impervious area = 2,439 square feet (SF)
- Divide by 500 SF = 4.85
- Round to the nearest whole number = 5 billing units
- Multiply the number of billing units (5) by the rate adopted by City Council for your fee

of Public Works is happy to work with any property owner to see if a planned reduction will result in a lower fee.

## **[2] Take credit for a stormwater management facility on your property.**

The City provides credit to property owners who operate and maintain certain types of stormwater management facilities that ultimately reduce the cost of managing the public system. Typical facilities include dry ponds and extended detention dry ponds, wet ponds and wetlands, bioretention, bioswales and filter strips, filtering practices (such as tree box filters and sand filters), permeable pavers, and green roofs. This guidebook provides a step-by-step process for determining whether your stormwater facility qualifies for a credit.

## **[3] Take credit for an NPDES industrial stormwater permit issued by Pennsylvania.**

The City provides credit to property owners who actively implement and are in full compliance with a Pennsylvania NPDES General Permit for Discharges of Stormwater Associated with Industrial Activities or Individual NPDES Permit for Industrial Stormwater. This manual provides a step-by-step process for determining whether your property qualifies for a credit.

## ***What if I want to make my property more environmentally friendly?***

**There are lots of ways you can make your property part of the solution to cleaner water!** To assist willing residents and businesses, the City has implemented a Community Engagement Program to offset a portion (and sometimes all) of the cost for a property owner to install practices that reduce pollution and flooding. Information about how to apply for this program is provided at the end of this manual.

In addition to being able to feel good about helping to improve our local water resources, some of these practices are also eligible for credits if designed and maintained to meet certain standards.



# Stormwater Facility Credit

The City will provide a stormwater fee credit for any stormwater management facility, whether built voluntarily or as a condition-of-development, installed on or after April 19, 2007 (the adoption date of “The City of Allentown’s (Act 167) Stormwater Management Ordinance,” Article 1387 of the City Code). To be eligible for credit, the facility must meet the requirements in the following table.

## Credit Eligibility Table

Component	Requirements
Technical Standards	<ul style="list-style-type: none"><li>✓ Condition-of-Development Facility – The facility is designed, installed, and accepted by the City in accordance with the technical standards required by the City at the time of construction.</li><li>✓ Voluntary Facility – The facility is designed, installed, and accepted by the City using a technical standard that allows the City to take pollutant reduction credit in accordance with its MS4 permit. Applicants must coordinate with City staff on acceptable design standards prior to initiating work on a facility.</li></ul>
Maintenance Agreement	<ul style="list-style-type: none"><li>✓ The facility must have a properly executed maintenance agreement with the City. Such agreement will allow for regular inspections of the functionality of the facility by City staff.</li><li>✓ For a voluntary facility, the maintenance agreement must be in force for at least 20 years from the date the facility becomes operational unless a different amount of time is agreed to by City staff. Once the maintenance agreement expires, the owner may renew the maintenance agreement or allow it to lapse, after which credit will be discontinued.</li><li>✓ As a condition for a new or renewed credit, the City may require an existing maintenance agreement to be updated to meet current standards for maintenance and inspection.</li></ul>
Function Verification	<ul style="list-style-type: none"><li>✓ The facility must currently function as designed.</li><li>✓ This requirement is satisfied if the facility has previously been accepted by the City in accordance with the Technical Standards, has passed its most recent inspection by the City, and is compliant with any reporting requirements contained in the maintenance agreement.</li></ul>

Component	Requirements
	<ul style="list-style-type: none"> <li>✓ If the above conditions have not been met, this requirement is satisfied if a professional engineer, landscape architect, or other professional recognized by the City certifies that the facility is operating as designed.</li> <li>✓ If the facility fails a City inspection, or the owner fails to submit documents as required in the maintenance agreement, the City will revoke the credit if corrective actions are not taken within the time specified by the City.</li> </ul>

## How much credit can I get?

The City's credit system accounts for the fact that different facilities provide different levels of public benefit. For example, some facilities provide only quality or flood control, while others provide both. In addition, some facilities provide higher levels of pollutant reduction than others. The City has chosen sediment as the basis for comparing pollutant reduction efficiencies since the City is legally obligated to reduce sediment pollution in its MS4 permit. If a facility has reduced the sediment load from pre-facility conditions by 10% or more, it receives a base credit of 20% to 30% depending on the percent of the reduction. All other facilities built in accordance with Article 1387 of the City Code receive a base credit of 10%. Finally, one of the City's goals is to encourage residents, businesses, and institutions to voluntarily manage the quality and quantity of stormwater from their properties. As a result, an additional credit of 20% is provided for facilities that are installed on a voluntarily basis.

## Credit Amount Table

Facility Type and Sediment Reduction	Base Credit Amount	Voluntary Facility Bonus	Total Possible Credit
Facilities Achieving 10% or More Sediment Reduction from Pre-Facility Conditions (Assumes That These Facilities Also Control Quantity)			
10% to <25%	20%	20%	40%
25% to <75%	25%		45%
75%+	30%		50%
All Other Facilities Built in Accordance with Article 1387 of the City Code, Regardless of Whether it is for Quality, Quantity, or Both			
All	10%	Not Applicable	10%

The amount of credit will be reduced for facilities built using City cost-share funds from the Community Engagement Program. The credit will be reduced by the percent of the facility built using City funds for the expected life-time of the facility (generally 20 years unless otherwise provided by the City).

Credit may be taken for off-site impervious area managed by a facility provided that the area is not subsequently managed by a facility on the contributing property. In no case will the total credit taken by a property owner exceed 50% of the stormwater utility fee for the property.

## Credit Calculator

The following calculator can be used to determine your credit:

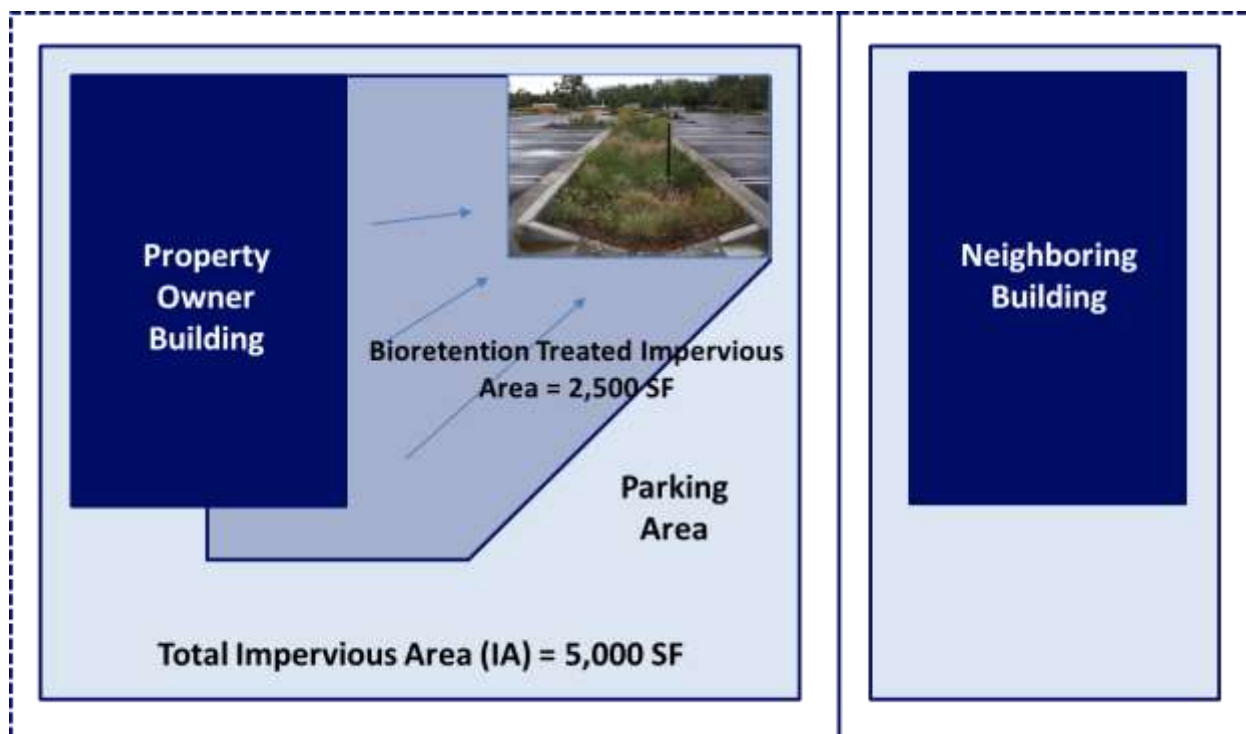


(A)	Total Impervious Area on the Property (SF)	
(B)	Impervious Area Managed by the Facility (SF)	
(C)	Proportion of Impervious Area Eligible for Credit Reduction = (B)/(A) <i>If Proportion is &gt;100% Due to Offsite Treatment, (C) Reduces to 100%</i>	
(D)	Base Credit	
(E)	Voluntary Facility Bonus	
(F)	Total Credit = (D)+(E)	
(G)	Percent Reduction on Total Fee = (C)*(F)	
(H)	<b>Original Fee</b>	\$ -
(I)	<b>New Reduced Fee = (H)*(1-G)</b>	\$ -
(J)	Percent Funding Provided by the City for Facility Installation (Cost-Share)	
(K)	<b>Adjusted New Reduced Fee = H-((H-I)*(1-J))</b>	\$ -

## Credit Examples

The following are examples of how different credit scenarios may be applied to a hypothetical property in Allentown. For illustrative purposes, the property consists of a building and a parking area, with a total impervious area (IA) of 5,000 SF. A bioretention facility is located on the property and has a 55% sediment removal efficiency. A neighboring property has a building and surrounding impervious surface area.





## [Example 1] Facility serving new development.

In this example, the property is considered new development and the bioretention facility was installed as a requirement of the City's Stormwater Management Ordinance (Article 1387 of the City Code). Because the facility was installed to mitigate the impacts of new development and its associated impervious area, no sediment reduction from pre-facility conditions is achieved. The owner is eligible for the base credit of 10%.

Credit Parameters	Credit Calculation		
<ul style="list-style-type: none"><li>• 5,000 SF total IA.</li><li>• 2,500 SF managed IA.</li><li>• Bioretention facility with 55% sediment removal efficiency; however, no reduction in sediment from pre-facility conditions is achieved.</li><li>• Base credit for <u>any</u> facility = 10%.</li><li>• No off-site area managed.</li><li>• No Community Engagement Program cost-share funding.</li></ul>	(A)	Total Impervious Area on the Property (SF)	5000
	(B)	Impervious Area Managed by the Facility (SF)	2500
	(C)	Proportion of Impervious Area Eligible for Credit Reduction = (B)/(A) <i>If Proportion is &gt;100% Due to Offsite Treatment, (C) Reduces to 100%</i>	50%
	(D)	Base Credit	10%
	(E)	Voluntary Facility Bonus	0%
	(F)	Total Credit = (D)+(E)	10%
	(G)	Percent Reduction on Total Fee = (C)*(F)	5.0%
	(H)	Original Fee	\$ 500.00
	(I)	New Reduced Fee = (H)*(1-G)	\$ 475.00
	(J)	Percent Funding Provided by the City for Facility Installation (Cost-Share)	0%
	(K)	Adjusted New Reduced Fee = H-((H-I)*(1-J))	\$ 475.00

## [Example 2] Facility serving redevelopment.

In this example, the property is considered redevelopment. The bioretention facility was installed as a result of the City's Stormwater Management Ordinance, which requires a reduction in sediment pollution from existing conditions.

Credit Parameters	Credit Calculation	
<ul style="list-style-type: none"> <li>5,000 SF total IA.</li> <li>2,500 SF managed IA.</li> <li>Bioretention facility with 55% sediment removal efficiency.</li> <li>Base credit for reduction efficiency of 25-75% = 25%</li> <li>No additional voluntary effort.</li> <li>No off-site area managed.</li> <li>No Community Engagement Program cost-share funding.</li> </ul>	(A)	Total Impervious Area on the Property (SF) 5000
	(B)	Impervious Area Managed by the Facility (SF) 2500
	(C)	Proportion of Impervious Area Eligible for Credit Reduction = (B)/(A) <i>If Proportion is &gt;100% Due to Offsite Treatment, (C) Reduces to 100%</i> 50%
	(D)	Base Credit 25%
	(E)	Voluntary Facility Bonus 0%
	(F)	Total Credit = (D)+(E) 25%
	(G)	Percent Reduction on Total Fee = (C)*(F) 12.5%
	(H)	Original Fee \$ 500.00
	(I)	New Reduced Fee = (H)*(1-G) \$ 437.50
	(J)	Percent Funding Provided by the City for Facility Installation (Cost-Share) 0%
	(K)	Adjusted New Reduced Fee = H-((H-I)*(1-J)) \$ 437.50

## [Example 3] Voluntary facility with City cost-share funds.

In this example, the property owner installed the bioretention facility voluntarily. The City paid for 50% of the facility through the Community Engagement Program. As a result, the property owner gets to take the voluntary facility bonus, but only 50% of the credit.

Credit Parameters	Credit Calculation	
<ul style="list-style-type: none"> <li>5,000 SF total IA.</li> <li>2,500 SF managed IA.</li> <li>Bioretention facility with 55% sediment removal efficiency.</li> <li>Base credit for reduction efficiency of 25-75% = 25%</li> <li>Voluntary practice bonus = 20%.</li> <li>No off-site area managed.</li> <li>50% cost-share by City = 50% reduction in credit.</li> </ul>	(A)	Total Impervious Area on the Property (SF) 5000
	(B)	Impervious Area Managed by the Facility (SF) 2500
	(C)	Proportion of Impervious Area Eligible for Credit Reduction = (B)/(A) <i>If Proportion is &gt;100% Due to Offsite Treatment, (C) Reduces to 100%</i> 50%
	(D)	Base Credit 25%
	(E)	Voluntary Facility Bonus 20%
	(F)	Total Credit = (D)+(E) 45%
	(G)	Percent Reduction on Total Fee = (C)*(F) 22.5%
	(H)	Original Fee \$ 500.00
	(I)	New Reduced Fee = (H)*(1-G) \$ 387.50
	(J)	Percent Funding Provided by the City for Facility Installation (Cost-Share) 50%
	(K)	Adjusted New Reduced Fee = H-((H-I)*(1-J)) \$ 443.75

## [Example 4] Voluntary facility with off-site management.

In this example, the property owner installed the bioretention facility voluntarily without any assistance from the City. In addition, the facility was expanded to manage 3,000 SF of impervious area from the neighboring property.

Credit Parameters	Credit Calculation		
<ul style="list-style-type: none"><li>• 5,000 SF total IA.</li><li>• 2,500 SF managed IA.</li><li>• Bioretention facility with 55% sediment removal efficiency.</li><li>• Base credit for reduction efficiency of 25-75% = 25%</li><li>• Voluntary practice bonus = 20%.</li><li>• 3,000 SF off-site impervious area managed.</li><li>• No Community Engagement Program cost-share funding.</li></ul>	(A)	Total Impervious Area on the Property (SF)	5000
	(B)	Impervious Area Managed by the Facility (SF)	5500
	(C)	Proportion of Impervious Area Eligible for Credit Reduction = (B)/(A) <i>If Proportion is &gt;100% Due to Offsite Treatment, (C) Reduces to 100%</i>	100%
	(D)	Base Credit	25%
	(E)	Voluntary Facility Bonus	20%
	(F)	Total Credit = (D)+(E)	45%
	(G)	Percent Reduction on Total Fee = (C)*(F)	45.0%
	(H)	Original Fee	\$ 500.00
	(I)	New Reduced Fee = (H)*(1-G)	\$ 275.00
	(J)	Percent Funding Provided by the City for Facility Installation (Cost-Share)	0%
	(K)	Adjusted New Reduced Fee = H-((H-I)*(1-J))	\$ 275.00

## Stormwater Facilities Serving Condominiums or Homeowner Associations

Sometimes a stormwater facility will be installed to provide water quality or flood control for a condominium or homeowner association. Specific properties may or may not drain to the facility. However, the facility is operated and maintained jointly by all of the members of the association. In such cases, the applicant should use the total impervious area of the association and the total impervious area managed by the facility. Associations are encouraged to contact the City for additional details prior to applying for credit.

## How and when do I apply?

To receive credit, a Credit Application Form must be submitted to the City by the owner of the stormwater management facility, or his/her legal agent, and approved by the City. This form is located under Forms at the end of this manual.

An application may be submitted at any time during the year. **Credit applications received on or before October 1 of each calendar year and approved by the City will be applied to the bill issued on or before February 1 of the following calendar year.** Credit applications received after October 1 and then approved by the City will be applied to the subsequent billing cycle.

The following is an overview of required documentation.

## Credit Application Table

Documentation	Description
<b>Documents Submitted With the Credit Application Form</b>	
Credit Application Form	This form is located under Forms at the end of this manual.
Annual Sediment Load Reduction Calculation	This calculation is required for the applicant to receive the Voluntary Facility Bonus credit. It is used to determine the amount of sediment removed in pounds per year. Instructions are located at <a href="http://www.allentownpa.gov/public-works/stormwater">www.allentownpa.gov/public-works/stormwater</a> .
Narrative of Maintenance and Repairs	Provide a history of facility maintenance and repair activities.
Photos	Provide at least two images showing the facility from different angles. Photos should be no more than six months old at the time of the application.
Facility Certification Form	This form is located under Forms at the end of this manual. Certification is required for facilities that have not already been approved by the City and accepted into the City's inspection program. The certification is to be completed under the authority of a professional engineer, landscape architect, or other qualified professional as determined by the City. The certification must include a statement that the facility is functioning as originally designed.
<b>Documents Submitted at the Request of the City if Not On-File with the City</b>	
Drainage Area Map	Provide a to-scale map showing property lines, impervious areas, stormwater drainage area boundaries, and the total impervious cover draining to the facility.
Facility Design Plan/As-Built Drawing	Provide the design plan and as-built drawing for the facility.
Maintenance Agreement	Provide a copy of the agreement that allows the City access to the site and establishes enforceable maintenance and reporting requirements. An updated maintenance agreement may be required as a condition of receiving credit.

At the discretion of the City, the credit will continue to renew on an annual basis provided that the owner complies with all requirements of the maintenance agreement. The City reserves the right to change the criteria for receiving a credit or require additional information for the owner of the stormwater management facility to continue receiving a credit.

# Industrial Permit Credit

A property that is subject to and compliant with a current PAG-03 NPDES General Permit for Discharges of Stormwater Associated with Industrial Activity or Individual NPDES Permit for Industrial Stormwater will receive a 10% credit on the stormwater utility fee associated with impervious area covered by the permit. To receive the credit, the property owner must submit an application form (located under Forms in this manual). Credit will be renewed on an annual basis upon receipt from the property owner of the annual report to Pennsylvania Department of

Environmental Protection (PaDEP) that is required to be copied to the City by the NPDES permit. Further, if a facility is determined to be a source of an illicit discharge or elevated levels of pollutants by the City, the City will



revoke the credit if corrective actions are not taken within the time specified by the City. No credit is provided for a facility that has received a “No Exposure” certification.

This credit is in addition to all other credits. However, the maximum cumulative credit will not exceed 50% of the stormwater utility fee.

## Community Engagement Program

The Community Engagement Program was created as an incentive for property owners to voluntarily implement approved stormwater stewardship practices that will help the City meet long-term water quality targets. The City will pay for a portion (and in some cases all) of the cost to install approved practices. Some of the practices installed through the Community Engagement Program may be eligible for credit if they are designed in accordance with standards required for receiving credit (see Credit Eligibility Table).

The types of eligible activities will change depending on available funding and the practices needed for the City to meet water quality targets. Visit [www.allentownpa.gov/public-works/stormwater](http://www.allentownpa.gov/public-works/stormwater) for the Community Engagement Program manual, a current list of eligible practices, and application forms and deadlines.



# Resources to Protect Our Water

Thank you for being a part of the effort to protect Allentown's water resources! See below for where to find forms online and how to connect with other stormwater management resources.

## Online Forms

All forms can be found electronically at [www.allentownpa.gov/public-works/stormwater](http://www.allentownpa.gov/public-works/stormwater).

## Publications

The following publications provide information about stormwater management facility design or things you can do around your home or business to reduce pollution and flooding.

- Pennsylvania Stormwater Best Management Practices Manual  
<http://stormwaterpa.org/from-the-foreword.html>
- Pennsylvania BMP Effectiveness Values  
[http://www.depgreenport.state.pa.us/elibrary/GetDocument?docId=11069&DocName=3800-PM-BCW0100m%20BMP%20Effectiveness%20\(Final\).pdf](http://www.depgreenport.state.pa.us/elibrary/GetDocument?docId=11069&DocName=3800-PM-BCW0100m%20BMP%20Effectiveness%20(Final).pdf)
- Recommendations of the Expert Panel to Define Removal Rates for Urban Stormwater Retrofit Projects  
[https://www.chesapeakebay.net/documents/Final\\_CBP\\_Approved\\_Expert\\_Panel\\_Report\\_on\\_Stormwater\\_Retrofits--\\_short.pdf](https://www.chesapeakebay.net/documents/Final_CBP_Approved_Expert_Panel_Report_on_Stormwater_Retrofits--_short.pdf)
- The Homeowners Guide to Stormwater – How to Develop and Implement a Stormwater Plan for Your Property  
[www.allentownpa.gov/Portals/0/files/PublicWorks/Compliance/Homeowner's%20Guide%20to%20Stormwater.pdf](http://www.allentownpa.gov/Portals/0/files/PublicWorks/Compliance/Homeowner's%20Guide%20to%20Stormwater.pdf)
- Stormwater Management in Lehigh County  
[www.allentownpa.gov/Portals/0/files/PublicWorks/Compliance/Stormwater%20Management%20in%20Lehigh%20County.pdf](http://www.allentownpa.gov/Portals/0/files/PublicWorks/Compliance/Stormwater%20Management%20in%20Lehigh%20County.pdf)

## Partner Organizations

- Pennsylvania Department of Environmental Protection (Stormwater Web Page)  
[www.dep.pa.gov/Business/Water/CleanWater/StormwaterMgmt/Pages/default.aspx](http://www.dep.pa.gov/Business/Water/CleanWater/StormwaterMgmt/Pages/default.aspx)
- Lehigh County Conservation District  
<http://www.lehighconservation.org/>

# Stormwater Facility Credit Application Form

**FILL OUT THIS FORM FOR EACH STORMWATER FACILITY IF THERE ARE MULTIPLE FACILITIES ON A PROPERTY**

**Applicant Name:**

**Date:**

**Property Information:**

Owner

Street

City, State, ZIP Code

Property Type

Residential

**Mailing Address: (if different from property address)**

Street

City, State, ZIP Code

**Email Address:**

**Phone Number:**

**Facility Information:**

*See the Publications section for resources on facility types and design standards. Use the Pennsylvania BMP Effectiveness Values for pollutant removal effectiveness. Leave design standard and/or pollutant removal effectiveness blank if unknown. City staff will assist with the appropriate determination.*

Facility Type

Design Standard

Date of Installation

NPDES Permit Number

Pollutant Removal Effectiveness

TN  %

TP  %

Sediment  %

Total Drainage Area

SF

Total Impervious Drainage Area

SF

On-Site Impervious Area<sup>2</sup>

SF

Off-Site Impervious Area

SF

☐ Check if area is eligible for credit.<sup>3</sup>

<sup>2</sup>If the applicant is an association or owns multiple parcels served by the same facility, impervious area from those parcels should be included as on-site.

<sup>3</sup>Off-site areas may be taken for credit only if not served by another stormwater management facility. In no case will total credit taken by a property owner exceed 50% of the stormwater fee for a property.

### Facility Information (continued):

Impervious Cover Reduction

If the facility was built in the past two years, was impervious area permanently removed from the site during the construction of the facility?

Yes ☐ No ☐

If yes, provide information about the location and amount of impervious area removed under Additional Information or as a separate attachment.

### Additional Information:

Please include additional information if necessary either in the box below or as a separate attachment:

The following supporting documentation must accompany this application, if applicable. Contact City staff at (610) 437-7587 for any questions.

Attached      Not Applicable

- |                          |                          |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Annual Sediment Load Reduction Calculation</b> – This calculation is only required when applying for the Voluntary Facility Bonus credit. Instructions are located at <a href="http://www.allentownpa.gov/public-works/stormwater">www.allentownpa.gov/public-works/stormwater</a> .  |
| <input type="checkbox"/> |                          | <b>Narrative of Maintenance and Repair History</b> – Summarize facility maintenance and repair over the past 10 years. Exclude routine maintenance such as mowing and litter removal.  |
| <input type="checkbox"/> |                          | <b>Photos</b> – Provide two photos of the facility from different angles. Photos should be no more than six months old.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Facility Certification</b> – Certification is only required if the facility has not already been accepted by the City and is not part of the City's inspection program. If required, certification must be made by a professional engineer, landscape architect, or other professional accepted by the City and state that the facility is currently functioning as originally designed. Refer to the Stormwater Facility Certification Form. |

The following supporting documentation may be required if it is not already on-file with the City. City staff will contact the applicant if the additional information is needed.

- **Drainage Area Map**
- **Facility Design Plan/As-Built Drawing**
- **Stormwater Facility Maintenance Agreement with the City**

**Owner Certification and Inspection Agreement**

- ☐ I am the property owner or I am duly authorized to act on behalf of the property owner, I have reviewed the information contained in this application and the supporting documentation, and to the best of my knowledge believe that it is true and accurate.
- ☐ I commit to maintaining the stormwater management facility in good working condition.
- ☐ I authorize the City or its representative to enter on my property for the sole purpose of visually inspecting the stormwater management facility.
- ☐ I understand that if an inspection by the City indicates that the facility is not properly maintained, that the facility will no longer be eligible for credit if deficiencies are not corrected within the timeframe provided by City staff.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Name/Title** \_\_\_\_\_

**Return this form and all supporting documentation to:**

City of Allentown  
Stormwater Utility Fee Credit Application  
Department of Public Works  
641 South 10<sup>th</sup> Street  
Allentown, Pennsylvania 18103

# Stormwater Facility Certification Form

Applicant Name:

Date:

## Property Information:

Owner

Street

City, State, ZIP Code

Property Type

Residential

Structure/Management Type:

Year Built:

Impervious Area Draining to the Facility:

SF

General Condition:	Yes	No	N/A
Is the primary outfall pipe/ ditch clear and functioning?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are the inflow pipes/ ditches clear and functioning?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the water quality pool at the correct height (if present)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are water quality pool control weirs, pipes, etc. working properly?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Are emergency overflow devices clear and functional (if present)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the structure clear of sediment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is the structure clear of trash?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Is vegetation being managed in a manner appropriate to the facility?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Certification

*This certification must be made by or under the guidance of a licensed professional engineer, landscape architect, or other professional recognized by the City to make this certification.*

- ☐ Based on a visual survey of the above facility conducted on [Click here to enter a date.](#), I certify that the facility is currently functioning as designed.
- ☐ I certify that the total impervious area served by the facility and the accompanying Drainage Area Map are true and accurate.

Printed Name

Date

Signature

Qualification

Address

Phone

Email



# Industrial Permit Credit Application Form

**Applicant Name:**

**Date:**

**Property Information:**

Owner

Street

City, State, ZIP Code

**Permit Type:** ☐ General ☐ Individual

**DEP Client ID#:**

**Effective Permit Date:**

**Expiration Date:**

**Primary SIC Code:**

**Secondary SIC Code(s):**

**Site Area from Notice of Intent:**

SF

**Percent Impervious from Notice of Intent:**

%

**Facility Description**

Provide a general description of the facility and the nature of the industrial activity. Include the appropriate PAG-03 Appendix reference if applicable.

## Compliance Issues

Provide a description of any compliance issues experience at the facility, including but not limited to corrective action agreements with PaDEP.

## Certification

*This certification must be made by an individual authorized to sign the NPDES industrial stormwater Notice of Intent.*

- ☐ My property is subject to and compliant with a current PAG-03 NPDES General Permit for Discharges of Stormwater Associated with Industrial Activity or Individual NPDES Permit for Industrial Activity.
- ☐ My property has not received a “No Exposure” certification.
- ☐ I understand that if my facility is determined to be a source of an illicit discharge or elevated levels of pollutants by the City, the City will revoke the credit if corrective actions are not taken within the time specified by the City.
- ☐ I understand that this credit will be automatically revoked if the City does not receive a copy of the annual report to PaDEP as required by the NPDES permit.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Position

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

